

# DAGLINGWORTH PARISH COUNCIL

AGENDA FOR MEETING TO BE HELD ON

Tuesday 30<sup>th</sup> November 2021 at 7.30pm

At Daglingworth Village Hall

Welcome from Chair of Council

1. Attendance to be recorded (anticipated as Parish Councillors Roger Giles, Liz Keen, Graham White (Chair), Paul Lane and Janet Seymour, District Councillor Julia Judd and County Councillor Joe Harris)
2. Apologies to be recorded
3. Council will invite Declaration of interests for matters on the agenda.
4. Council to approve Minutes held on 7<sup>th</sup> October 2021
5. Matters arising from Minutes (which are not separate agenda items) no decisions can be made unless the matter is on the agenda
6. Public Session including questions and comments – up to 10 minutes at the discretion of the Chair of the Council
7. Daglingworth Stream and Farmers Wildlife Advisory Group (FWAG) update from Cllr Keen
8. Highway matters update
  - a. HGV Signage at Daglingworth Quarry roundabout
  - b. road markings to be confirmed as completed where patching has taken place
  - c. Drains in Lower End update
  - d. Any other Highway matters
9. Report from Ward Councillor Julia Judd
10. Report from County Councillor Harris
11. Road closures for Ash Dieback tree felling to be noted as distributed
12. Parish Boundary review (as distributed)
13. 20 mph speed limits in villages updates (Cllr White)
14. Availability of 2x Oak trees planting for HM the Queen's Platinum Jubilee update (Cllr White)
15. High Bank cutting and cost sharing with GCC update from Cllr White
16. Planning matters to be considered as distributed
  - a. Council is asked if it wishes to delegate authority to the Clerk to submit comments on behalf of the Council, where no meeting is scheduled to take place and where Councillors do not call for an additional meeting
  - b. 21/03861/FUL (18<sup>th</sup> October 21) Manor Farm – wildlife pond (no comments received)
  - c. 21/03497/FUL (13<sup>th</sup> October 21) The Dairy - Electric Vehicle charging point ((no comments received)
  - d. 20/04673/FUL (15<sup>th</sup> October 21) Land at Gloucester Road, TRUCK STOP – new details (no comments received)
  - e. 21/04112/TCONR (9<sup>th</sup> November 21) Brook House, Tree works- (no comments received)
17. FINANCE – clerk
  - a. Financial reports to be agreed as attached
  - b. Payment list to be approved as attached.
  - c. Budget against actual report to be discussed
  - d. Reserves allocation to be discussed
18. Budget and Precept for 2022/23 to be agreed (submission due mid January)
19. Date of Next Meetings at 7.30pm to be confirmed – suggested 31<sup>st</sup> January, 23<sup>rd</sup> March
20. Close of meeting at

## Finance Reports for November 30<sup>th</sup> meeting

### Cash book to 21<sup>st</sup> November 2021

01/04/21	CASH BOOK				
<u>payee</u>	<u>date</u>	<u>AMOUNT</u>	<u>Bank account balance</u>	<u>approved</u>	<u>bank statement V</u>
opening balance	01/04/2021		20051.97	✓	✓
PRECEPT	22/04/2021	4867.00	24918.97	✓	✓
nicks mowing 4912-4824	18/05/2021	-358.80	24560.17	✓	✓
GAPTC	18/05/2021	-69.51	24490.66	✓	✓
community first	18/05/2021	-318.52	24172.14	✓	✓
nicks mowing 5005	29/06/2021	-179.40	23992.74	✓	✓
nicks mowing 5094	15/07/2021	-179.40	23813.34	✓	✓
nicks mowing 5183	06/08/2021	-179.40	23633.94	✓	✓
auditor	06/08/2021	-15.00	23618.94	✓	✓
precept	23/09/2021	1622.00	25240.94	✓	✓
nicks mowing 5280	04/10/2021	-179.40	25061.54	✓	✓
nicks mowing 5376	08/10/2021	-179.40	24882.14	✓	✓
FWAG	18/11/2021	-200.00	24682.14	✓	

### Payment list to be approved

Invoice from Locum for October and November 2021 – see at end of financial reports

Nicks Mowing invoice 5463 £179.40 for mowing

Brian Brazington Ltd £154.20 invoice 4209 for cutting High bank/footpath

### Bank reconciliation

01/04/2021	OPENING BANK BALANCE		20051.97	
	EXPENDITURE FOR PERIOD		1858.83	
	INCOME FOR PERIOD		6489.00	
	NET EXPENDITURE			
as at above	BANK BALANCE AS ABOVE		<b>24682.14</b>	
as at 15/11/21	BAL PER S/M		<b>24882.14</b>	To be confirmed by Cllrs Keen and Seymour
	LESS U/P CHEQUES			
		fwag	200.00	
22/11/2021	<u>reconciled balance</u>		<b>24682.14</b>	0.00
Deposit account *				To be confirmed that there are no other bank accounts
	Total bank balance		<b>24682.14</b>	

Budget against actual

budget to date 22/11/21	<u>BUDGET</u>	<u>ACUTAL YEAR TO DATE</u>	<u>BALANCE AVAILABLE TO SPEND</u>	<u>notes</u>
PRECEPT	6489.00	6489.00		
bank interest deposit account	0.00	0.00		Are there any other bank accounts
inter account trans	0.00	0.00		
wayleave	0.00	0.00		Does the Council receive any wayleave or easements
VAT to be reclaimed	0.00	0.00		Does the Council claim the VAT and on what frequency
other receipts	0.00	0.00		
<b>INCOME</b>	<b>6489.00</b>	<b>6489.00</b>		
employment costs	2398.00	0.00	2398.00	Calculated on 4hrs per week at agreed hrly rate
<b>INSURANCE</b>	<b>320.00</b>	<b>318.52</b>	<b>1.48</b>	Based on expenditure
<b>GRANTS &amp; DONATIONS</b>	<b>500.00</b>	<b>200.00</b>	<b>300.00</b>	Based on last year expenditure
<b>MOWING</b>	<b>1200.00</b>	<b>1046.50</b>	<b>153.50</b>	Presumed 8 months of the year
<b>SUBSCRIPTIONS</b>	<b>70.00</b>	<b>69.51</b>	<b>0.49</b>	GAPTC but are there any others
<b>VILLAGE MAINTENANCE</b>		<b>0.00</b>	<b>0.00</b>	Any projects or works needed
<b>AUDIT</b>	<b>15.00</b>	<b>15.00</b>	<b>0.00</b>	Any other costs
<b>Expenditure</b>	<b>4503.00</b>	<b>1649.53</b>		
contingency/balance	1986.00			
<b>totals</b>	<b>6489.00</b>	<b>4839.47</b>	<b>2853.47</b>	

The Clerk could not find an agreed budget for 2021/22 and therefore has based this on the actual expenditure. Are there any other planned or anticipated expenditure categories?

The Council are advised to earmark (or identify its reserves) for different categories- the bank balance at the start of the financial year should equal the sum of its reserves

<b>reserves</b>		
community ?		Eg saving up for notice boards
election costs?		Do you save any sums for election of Parish Councillors outside of the normal cycle. At the present time CDC do not charge for elections but an average sum of £2000 is sometimes put aside to cover any such costs
precept	7000.00	External auditors recommend 1 year of precept to be earmarked in case of unforeseen circumstances and the precept claim is not made
contingency		For unexpected costs such as legal fees
	7000.00	
general	13051.97	Un-allocated reserves (cash flow?)
bank balance at 31/3/21	20051.97	The balance at the beginning of the year

<b>invoice for Clerk</b>	<b>22/11/2021</b>	<b>October/November 21</b>	
working from home	oct, nov, dec	£26x3	78.00
mileage	3 meetings	£10.80x3	32.4
hours			
agenda	oct, nov,	4	
meetings	oct nov	6	
handover meeting and actions	nov	2	
set up	oct	2	
finances	nov	2	
initial email /sorting /clearing	Oct	5	
emails	3xwkx20 mins *8	8	334.37
			444.77

Budget /precept for 2022/23 - working paper for suggested discussion

	<u>BUDGET 2021/22</u>	<u>Proposed for 2022/23</u>	<u>notes</u>
PRECEPT	6489.00	6813	5% inflation
bank interest deposit account	0.00	0.00	Are there any other bank accounts
wayleave	0.00	0.00	Does the Council receive any wayleave or easements
VAT to be reclaimed	0.00	0.00	Does the Council claim the VAT and on what frequency
other receipts	0.00	0.00	
<b>INCOME</b>	<b>6489.00</b>	<b>6813</b>	
employment costs	2398.00	2518	Calculated on 4hrs per week at agreed hrly rate + 5% increase
<b>INSURANCE</b>	320.00	320	Based on expenditure
<b>GRANTS &amp; DONATIONS</b>	500.00	500	Based on last year expenditure
<b>MOWING</b>	1200.00	1260	Presumed 8 months of the year and 5% inflation
<b>SUBSCRIPTIONS</b>	70.00	70	GAPTC but are there any others
<b>VILLAGE MAINTENANCE</b>		?	Any projects or works needed
<b>AUDIT</b>	15.00	15	Any other costs
<b>High bank/footpaths cutting</b>		130	Will this be claimed by from Glos Highways at 42p per meter – if so does the the invoice need to specify distance cut
?			
?			
<b>Expenditure</b>	4503.00	4813	
contingency/balance	1986.00	2000	Projects, general, ?
<b>totals</b>	<b>6489.00</b>	<b>6813</b>	

DAGLINGWORTH PARISH COUNCIL

Draft Minutes of meeting held on Thursday 7<sup>th</sup> October 2021at 7.30pm

At Daglingworth Village Hall

Welcome from Chair of Council

1. Attendance to be recorded Parish Councillors Roger Giles, Liz Keen, Graham White (Chair) , Paul Lane and Janet Seymour

2 Bathurst Estate representatives (BE) Peter Clegg and Aislyn Firth  
3 members of the Public and District Councillor Julia Judd,

2. Apologies recorded from County Councillor Joe Harris
3. There were no Declaration of interests for matters on the agenda.
4. Council approved Minutes held on 15<sup>th</sup> July 2021
5. Welcome representatives of Bathurst Estate for feedback on Cloud Nine Glamping  
The representatives invited feedback from the Parish Council  
Chair gave initial feedback including
  - a) at Licensing meeting held via Zoom it was stated that entrance/exit points were expected to be from the Stroud Road side but when it was challenged at the time of the event, it was stated that the traffic management plan is a working document agreed between the Applicants, Cotswold District Council and Glos County Council. County Council representatives were not at the licensing meeting. When the traffic flow was pointed out to the organisers, the Cloud 9 management put up a direction sign which had limited effect. This increase in traffic was of concern. BE representatives stated that the entrance/exits were always planned as happened.
  - b) Bathurst tenants on Overlay Hill had voiced concerns over the loudness of the music on a specific occasion
  - c) Potential concerns were raised regarding future sound nuisance at other events (weddings)

BE representatives gave feedback that the success of the project was initially hampered by the weather and the logistics of the organising company. It is unclear at the present time if it will be repeated next year.

A member of the public asked if it was felt that there has been a general increase in horse lorry traffic and the reason why this would be happening as it appears to be so through the Village. BE representatives explained the licensing process and that it is mainly local people who ride in the Park but not exclusively. The BE representatives will look at their processes and to stress the appropriate routes for horse lorry traffic.

BE representatives gave up date on planning permission for Ivy Lodge recently approved, scheme costs to be computed and then after the works had been completed, it was planned to be used as a Wedding venue for weekdays and Saturdays. Investigations/Studies have been done indicating how to control any noise nuisance. It was stated that marquee weddings would not be offered on the estate.

A member of the public asked if there were alternative routes to enter/exit the Glamping site and gave indications of specific alternatives which may be able to be considered

District Councillor Judd had sought information at the time and highlighted the need for more high-profile information on the publicity (stressing not to follow SATNAV information) provided by the glamping company

Cllr White gave a brief mention of the walking route which is being dealt with by another member of the BE team and BE representative gave interim feedback and further updates will be forthcoming in the future. (BE representatives left at 8pm)

6. Matters arising from Minutes
  - a. Parish Clerk and handover of information to be arranged in the next few weeks. Email access to be provided to Clerk by Cllr Seymour prior to the meeting. Clerk requested electronic accounts work from 1/4/21 and will access minutes/agendas from the website.
  - b. Daglingworth Stream and Farmers Wildlife Advisory Group (FWAG) survey update from Cllr Keen  
Pumping station location was noted and potential work to be undertaken to stop flooding in the area of the Village Hall. Contact details for the Duchy have been requested. Local

residents have been involved in discussions on the work that needs to be done to improve the water flow. The efficiency of the Water Meadow next to the Village Hall was discussed and actions that may/may not improve the situation.

It is noted that it is a historical problem that seems to have passed to the District Council who then pass it to the Environment Agency but does not seem to come to be resolved. Glos County Council had offered some funding but nothing came of it.

Concerns over the potential of future flooding events was raised.

Residents have also contacted the Bathurst Estate for works that could help relieve the water flows in/out of Daglingworth.

District Councillor Judd had attended the recent meeting but whilst a lot of agencies are involved, not all agencies were represented. It was suggested that communities have a flood warden to lead the local community efforts.

Cllr White/ Cllr Keen will try to continue to make contacts to join up the agencies

- c. HGV Signage at Daglingworth Quarry roundabout is on order via Glos Highways but there is no confirmed delivery date.
- d. Roads have been patched and banding have been carried out but road markings have not yet been completed which can cause difficulties on the junctions.  
and member of the public asked if drainage problems could be dealt with especially where in a specific location the camber does not help drainage issues. Recent rainfall has shown that the drains does not take away the water  
Drains in Lower End were reportedly flowing up-hill underground which hinders the drainage efficiency. Discussions with Glos Highways on whether the drain could flow out into the stream had been held.
- e. Bridleway from Grove Hill to The Duntisbournes – Cllr Seymour gave feedback and it was reportedly clear now.
- f. Pedestrian access through Cirencester Park was discussed earlier on in the meeting

#### 7. Report from Ward Councillor Julia Judd

Representations by the Parish Council on the Missing A417 link was noted by Cllr Judd and she had also made representations on the designated funds, which may be applicable to the flooding of the local areas. At the meeting, she attended, an Environment Agency representative stated that increased water flow would end in Gloucester, which Cllr Judd stated was not accurate and asked for some of the designated funds to be used for flooding issues raised by the River Dunt, which would affect the Daglingworth area. It was also noted that other groups were seeking some of the Designated funds.

Cllr Judd highlighted the “20 is plenty” campaign and noted that “the 20 is plenty” signs do appear to work, although not enforceable in law. The cost of TPO’s are expensive but local initiatives can help. Member of public asked if Speed Watch (local PCSO) will be able to help and if the Parish Council wish to use this project.

The truck Stop -30<sup>th</sup> November determination date was noted– CDC planning dept have asked the applicant questions which they should have to responded to but have not yet. Whilst the Planning Dept should deal with applicants within 6 weeks, but the applicant can delay without repercussions. Alternative sites have been identified by District Councillor Judd. Cllr Judd has also highlighted potential flooding effects of more concrete areas being created.

Planning and Town Council Forum feedback (held at CDC) was given by Cllr White. New street signs format was a focus of discontent from some rural communities. Parish Council precept rules were mentioned at the Forum.

Cllr Judd raised the issues of tree growing initiatives at the County Council- Cllr David Grey is leading the project. Ideas about growing Willow trees in flood areas was also mentioned by Cllr Seymour

Cllr Judd raised again the concept of a flood warden/flood group who could lead and build up specialism in moving flood alleviation project forward.

Discussion on distributing the District Councillor newsletter took place

8. Road closures for Ash Dieback tree felling was noted -10 days from 11<sup>th</sup> October 2021
9. 20 mph speed limits in villages – resolution passed that the PC agrees a motion for 20 mph in the village and ask agreed to ask the Glos County Council for a county wide policy of default 20mph for settlements
10. Availability of 2x Oak trees planting for HM the Queen’s Platinum Jubilee was considered and it was discussed if local residents could be considered. It was agreed that Cllr White will investigate.
11. High Bank cutting and cost sharing with GCC was discussed. There was positive feedback for the works which had been done. Cllr White to contact Highways Manager for process to be confirmed as it was expected that the Parish Council to produce an invoice and send to GCC for a contribution. Potential further works were discussed.
12. QUESTIONS FROM PUBLIC – it was noted that there are foxes fighting with domestic cats in local gardens.
13. PLANNING – none outstanding
14. FINANCE – Cllr Seymour
  - a. There were no items raised in the Annual audit feedback
  - b. agreed invoices and payments to be made.  
FWAG donation of £200 was agreed  
Nicks Mowing =£179.40
  - c. New clerk will not be authorised signatory on bank at the present time, so Cllrs Seymour and Keen will continue to be authorised signatories.
  - d. agreed and signed monthly income/expenditure and bank reconciliation. Bank balance at 7/10/21 = £24882.14
15. Date of Next Meeting 30<sup>th</sup> November (precept/budget) at 7.30pm (bar area)
16. Close of meeting at 21.23