

# DAGLINGWORTH PARISH COUNCIL

Agenda and summonsed to attend meeting

To be held on 1<sup>st</sup> February 2022 at 7.30pm

In the Village Hall

1.	Welcome and introductions from Chair of Council
2.	Attendance to be recorded (anticipated as) Parish Councillors <b>Roger Giles, Graham White (Chair), Paul Lane</b> Liz Keen and <b>Janet Seymour</b> , District Councillor <b>Julia Judd</b> , County Councillor Joe Harris
3.	Apologies received will be recorded
4.	Declaration of interests of matters on the agenda to be invited
5.	Minutes of previous meeting to be approved and any amendments to be agreed by Council
6.	Matters arising from Minutes may be discussed for information purposes only (as decisions can only be made on specific agenda items)
7.	Public session will take place for up to 15 minutes at the discretion of the Chairman, where members of the public are invited to speak to and ask questions of the Parish Council on matters on the agenda, or on matters of interest in the Parish
8.	Report from District Councillor Judd
9.	Report from County Councillor Harris
10.	Daglingworth Stream and Farmers Wildlife Advisory Group (FWAG) update
11.	Highway matters update <ol style="list-style-type: none"> <li>a. Daniel Tiffney (G Highways) has been contacted regarding 2 missing signs where the horses cross the road and to remind him about the drains at the lower end.</li> <li>b. Drains in Lower End update</li> <li>c. Grit bins –Daniel Tiffney has been asked him to organise to replace and refill</li> <li>d. A417 update</li> <li>e. Invoice for contribution to verge cutting has been submitted</li> </ol>
12.	Council to consider response to bus service project as distributed via email
13.	Council to consider 20mph limit through village
14.	Tree felling on Duchy Cornwall land to be discussed
15.	Planning matters to be considered (as distributed via email) and Council to note where Clerk has submitted comments under delegated authority <ol style="list-style-type: none"> <li>a) <b>22/00243/AGFO</b> Agricultural or Forestry Notification for A Pole Barn style building for dry wood storage and lock up tool store at Land South East Of Manor Farm 26/1/22</li> <li>b) <b>21/04405/FUL</b> Installation of electric vehicle charging point and alterations to external fenestration including the replacement of a rooflight, replacement of patio doors, the installation of two new rooflights and metal flue at The Gate House 19/1/22</li> <li>c) <b>21/04518/LBC</b> Installation of electric vehicle charging point and alterations to external fenestration including the replacement of a rooflight, replacement of patio doors, the installation of two new rooflights and metal flue at The Gate House 19/1/22</li> <li>d) <b>22/00117/TCONR</b> Works to trees in conservation areas at Wains Cottage Wains Road Daglingworth 13/1/22</li> </ol>
16.	Cotswold District Local Plan partial update consultation as distributed via email
17.	Council to consider if it wishes to lobby the District Council regarding election charge policy (as distributed)
18.	Financial reports and payment list to be approved as attached
19.	Council to consider 6 month review of Clerk (due in March 2022)
20.	Clerk to discuss email process with Council
21.	Queens Platinum Jubilee celebrations to be discussed
22.	Date of next meeting to be agreed 29 <sup>th</sup> March and/or 31 <sup>st</sup> May 2022 (May meeting to include parish assembly and annual meeting of Council)
23.	Any other business to be discussed as information sharing (no decisions can be made at this point)
24.	Close of meeting

Draft Minutes of the

MEETING HELD ON

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

At Daglingworth Village Hall

Welcome from Chair of Council

1. Attendance recorded as Parish Councillors **Roger Giles, Graham White (Chair), Paul Lane** and **Janet Seymour**, District Councillor **Julia Judd**, 1 member of the public
2. Apologies recorded from Parish Councillor Liz Keen and County Councillor Joe Harris did not attend
3. There were no Declaration of interests for matters on the agenda
4. Council approved Minutes held on 7<sup>th</sup> October 2021
5. There were no Matters arising from Minutes (which are not separate agenda items)
6. Daglingworth Stream and Farmers Wildlife Advisory Group (FWAG) update - Cllr White gave an update in the absence of Cllr Keen. The Duchy, Glos CC and FWAG may have a proposal to widen the flood plain and to remove the abutments alongside the river to give a greater capacity. Details of the scheme are not yet available. Cllr White will investigate further.
7. Highway matters update
  - a. 2 HGV Signage at Daglingworth Quarry roundabout are now in place (unsuitable for heavy vehicles)
  - b. Road sign at the roundabout which stated "Daglingworth" pointing down the hill may be missing as the pole got knocked down.
  - c. Road markings confirmed as completed where patching has taken place eg "slow" coming into the village and near Church Lane. Daniel Tiffney (G Highways) has been contacted regarding 2 missing signs where the horses cross the road and to remind him about the drains at the lower end. It was noted some unofficial signs for horses have been put up. Cllr White will chase again
  - d. Drains in Lower End update- Cllr White will chase again  
**Any other Highway matters**
  - e. Grit bins – one is broken at Itlay and is reported as half empty – Cllr White will inform Daniel Tiffney and ask him to replace and refill (contact at the depot may be Julie Phelps)
  - f. Ward Cllr Julia Judd said that A417 designated funds may be available for "Environmental studies for flooding matters " by Daglingworth Parish Council as part of the consultation process
  - g. Feedback on A417 consultation statement of Common Ground update given by Cllr White including noise levels emanating from the concrete surfacing
8. Report from Ward Councillor Julia Judd – as distributed and Cllr Judd gave a verbal report on
  - Truck Stop update. Information has been requested from the applicant and one parish has instructed a planning barrister and his report can be found on line.
  - River Dunt/Daglingworth Stream + 2 other local rivers/brooks effects other parishes including Cirencester itself and research show that there may be environmental measures that could be useful to ease flooding. Parish Councillors felt that flooding has become worse in the last 5 years or so. Member of the public felt that with proper regular maintenance matters improve and when it is not cleared more flooding occurs. There is also an organisation of "Friends of Duntisbourne Brook" who have compiled historic data. Another landowner representative has reported that they were prepared

to clear out their section of the stream and were stopped by the lack of permit from the Environmental Agency.

- Western Power Distribution “community matters fund” applications up to £10k can be made- link to be sent to Clerk which will then be forwarded to Councillors to look into
- Minutes of meetings guidelines was given from the District Council & GAPTC. These guidelines are in line with the practice of the current Clerk
- Parish Boundary review update
- Tour with CEO of CDC took place during November

9. Report from County Councillor Harris – none available

10. Public Session including questions and comments – none made at this time

11. Road closures for Ash Dieback tree felling noted /completed

12. Parish Boundary review noted

13. 20 mph speed limits in villages updates - Cllr White gave an update noting request to Daniel Tiffney (Glos Highways) for information on process. Clerk gave verbal update recently heard from County Councillor Harris

14. Availability of 2x Oak trees planting for HM the Queen’s Platinum Jubilee update (Cllr White/Keen). It was noted that the deadline was the 23<sup>rd</sup> October and the Parish Council has not submitted an application as no suitable location was found

15. High Bank cutting and footpath cost sharing with GCC update from Cllr White. Information has been requested and Clerk will do an email search. Cllr Seymour stated that in 2019, 50% contribution was received for calendar years 2018 & 2019. Nick Mowing to be asked to identify cost of mowing the path on the top of High Bank for 2020 and 2021: Invoice to be drafted and to be sent to Glos Highways for 2020 and 2021

16. Planning matters considered as distributed

- a. Council agreed 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. Councillors will email the Clerk any suggested comments and the Clerk will submit under delegated authority
- 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)
- d. 20/04673/FUL (15<sup>th</sup> October 21) Land at Gloucester Road, TRUCK STOP – new details (no comments)
- e. 21/04112/TCONR (9<sup>th</sup> November 21) Brook House, Tree works- (no comments)
- f. Gate House application was discussed but not yet received by Council

17. FINANCE – clerk

- a. Financial reports agreed as attached
- b. Payment list approved as attached.
- c. Budget against actual report discussed and will be updated by previous clerk’s figures
- d. Reserves allocation discussed
- e. Budget and Precept for 2022/23 agreed as a 3% increase and the Precept will be **£6684**

18. Date of Next Meetings at 7.30pm confirmed –agreed as 1<sup>st</sup> February 2022

19. Close of meeting at 20.52

## Financial reports for February meeting

### Cash book

<u>payee</u>	<u>date</u>	<u>AMOUNT</u>	<u>CURRENT A/C TOTAL FOR YEAR TO DATE</u>	<u>approved</u>	<u>bank statement v</u>
opening current account balance	01/04/2021		20051.97	v	v
PRECEPT	22/04/2021	4867.00	24918.97	v	v
nicks mowing 4912-4824	18/05/2021	-358.80	24560.17	v	v
GAPTC	18/05/2021	-69.51	24490.66	v	v
community first	18/05/2021	-318.52	24172.14	v	v
nicks mowing 5005	29/06/2021	-179.40	23992.74	v	v
nicks mowing 5094	15/07/2021	-179.40	23813.34	v	v
nicks mowing 5183	06/08/2021	-179.40	23633.94	v	v
auditor	06/08/2021	-15.00	23618.94	v	v
precept	23/09/2021	1622.00	25240.94	v	v
nicks mowing 5280	04/10/2021	-179.40	25061.54	v	v
nicks mowing 5376	08/10/2021	-179.40	24882.14	v	v
FWAG	18/11/2021	-200.00	24682.14	v	v
nics mowing 5463	01/12/2021	-179.40	24502.74	v	v
brian brazington	01/12/2021	-154.20	24348.54	v	v
locum invoice	08/12/2021	-444.77	23903.77	v	v

### Bank reconciliation

Balance per cash book £23903.77

Balance per bank statement £23903.77 as dated 31<sup>st</sup> December 2021

### Payments to be approved

Locum invoice as submitted 27/1/22 £457.03

Nic's Mowing 5577 dated 31/12/21 £179.40

Nic's Mowing 5545 dated 30/11/21 £179.40

## Budget against actual

Budget to date	<u>Budget</u>	<u>Actual year to date</u>	<u>Balance available to spend</u>
Precept	6489.00	6489.00	
Bank interest deposit account	0.00	0.00	
50% contribution	0.00	0.00	
Wayleave	0.00	0.00	
Vat to be reclaimed	0.00	0.00	
Other receipts	0.00	0.00	
Income	6489.00	6489.00	
Employment costs	2398.00	444.77	1953.23
Administration and mileage	200.00	0.00	
Insurance	320.00	318.52	1.48
Grants & donations	500.00	200.00	300.00
Mowing	1900.00	1324.50	575.50
Subscriptions	70.00	69.51	0.49
Village maintenance	500.00	0.00	500.00
Audit	15.00	15.00	0.00
Chairman's allowance	30.00	0.00	
It web	140.00	0.00	
Training		0.00	
Defibrillator		0.00	
Duchy of Cornwall rent	200.00	0.00	
Expenditure	6273.00	2372.30	
Contingency/balance	216.00		
Totals	6489.00	4116.70	3330.70

## Reserves

### earmarked reserves

community	
election costs	
precept	7000.00
contingency	
	<hr/>
	7000.00
	<hr/>
general	13051.97
bank balance at 31/3/21	20051.97