

**MINUTES OF FULL COUNCIL MEETING  
HELD ON TUESDAY 9<sup>TH</sup> OCTOBER 2012**

**Present:**

Cllr S Jones (part)	Cllr Lloyd	Cllr Harwood
Cllr Muir (part)	Cllr C Roberts	Cllr Sanford
Cllr Boulton	Cllr Hing	Cllr Wardle
Cllr Mumford		

**In attendance:** Vanessa Lawrence (Clerk), Liz Day (Wilts & Glos Standard), County Cllr. Theodoulou, Mr George Ellis

**In the absence of the Chairman, the Deputy Mayor chaired the meeting.**

**129 12/13 To note apologies for absence.**  
Cllrs. Winney and M. Jones.  
Cllrs. Muir and S. Jones advised that they would be leaving the meeting early.

**130 12/13 Declarations of Interest in Items on the Agenda**  
Declarations were received as follows:  
Cllr Hing – item 143 – Personal Interest  
Cllr Wardle – item 147 & 148 – no specific interest declared, but will leave the room.

**Cllr Mumford requested that Item 143 be brought forward to allow Mr. Ellis to speak. All in favour.**

**131 12/13 To approve the Minutes of the Full Council meeting held 11<sup>th</sup> September 2012.**  
It was **RESOLVED** to approve the Minutes of the Full Council meeting held on 11<sup>th</sup> September 2012 as a true and accurate record of the proceedings. Proposed Cllr Harwood, seconded Cllr Wardle - 11 in favour, 1 abstention.

**132 12/13 Matters arising.**  
Following the letter of apology from 4 Councillors, a subsequent letter has been received from Mrs Patel, CDC Legal Dept with comments. This letter was duly circulated to members by e-mail prior to this meeting. The Chair suggested that issues relating to the Model Code of Conduct should be looked at by the Procedures Committee. Cllr Wardle said that he would be writing directly to Mrs Patel. As the current Procedures Committee is made up of 3 Cllrs to which the above letters relate, it was agreed that an interim Committee to look at these points should be put together. **ACTION: Clerk to arrange an interim meeting. POST-MEETING: GAPTC have confirmed that no interim meeting is required as with the change in the rules relating to Interests, the 3 Cllrs in question do not have a pecuniary interest in this matter and therefore should not be excluded.**

**County Cllr. Theodoulou arrived.**

**133 12/13 To agree to adjourn the meeting for Public Question Time – there is a 10 minute time limit.**  
It was **RESOLVED** to adjourn the meeting for public question time. Proposed Cllr Hing, seconded Cllr Boulton – all in favour.

Mr. Ellis put forward his proposals for extending the facilities at the Festive Market, to include a marquee, and entertainment not just for the Friday evening, but for the Saturday also.

Cllrs. asked Mr. Ellis how this would work and as there is not a lot of time now to the event, whether he would consider arranging this for next year following proper consultation with residents of the Market Place. He confirmed that he would like to do this.

- 134 12/13 To agree to reconvene the meeting following Public Question Time.**  
It was **RESOLVED** to reconvene the meeting. Proposed Cllr Boulton, seconded Cllr S. Jones – all in favour.
- 135 12/13 Chairman’s Announcements**  
- **Resignation of Cllr Sarah Roberts.** The Chair thanked Sarah Roberts for her input to the Council and wished her well on her move to Swindon.  
- **Zip Wire** – The Chairman reported that following some issues with the wooden supports, the zip wire would be out of action for a while.  
- **Ripples** – The Chair reminded Cllrs. that copy had to be sent by Thursday, so the Clerk required confirmation of the contents by early afternoon on Thursday.  
- **Register of Interests** – Following an e-mail from CDC, any changes of details relating to Register of Interests should be reported as soon as possible on a form obtained from the Clerk and that CDC would be checking quarterly for any amendments.
- 136 12/13 To consider invitations to meetings (e-mailed)**  
The Chairman asked members to inform the Clerk if they wished to attend any meetings. Cllr Wardle said that in the past both he and Cllr Harwood had attended the meeting with the District Council and that he would once again be attending this year.
- 137 12/13 To consider correspondence received (for information only e-mailed)**  
No comments received
- 138 12/13 Correspondence requiring a reply**  
**E-mail – Community Governance Review - response – e-mailed 21//9/12** – Cllr Wardle said that the Council would need to reply with their views relating to Horcott/Fairford wards. **ACTION: Reply to be prepared regarding Fairford/Horcott merging.** He also said that the Council might wish to consider contributing towards issues relating to District Warding and explained about the reasons for this, which related to the reduction of District Cllrs and the merging of wards to form fewer but larger wards. County Cllr Theodoulou confirmed that this trend was happening nationwide.  
**E-mail - Community Action - Sustainable Communities Act , Consultation – e-mailed 1/10/12** – The Council agreed that this was a subject best dealt with at District level.
- 139 12/13 To receive reports on meetings/events attended**  
**GMTF Meeting 27<sup>th</sup> September – Cllr Harwood** – Cllr Harwood had previously circulated his report to members.  
**CWPT meeting – 27<sup>th</sup> September - Cllr S Jones** – Cllr S Jones reported that the Terms of Reference had been agreed and that a Press Release was imminent. She also reported that funds were available, currently held by CDC, which are to be distributed for community projects and that details would be available soon.

**140 12/13 To receive report from District Councillor**

- **White plastic recycling bags** – Cllr Wardle reported that by now all the plastic recycling bags have been distributed and that collection in Fairford would commence on the 29<sup>th</sup> October. Comments had been received on the size of the bags, but this had been determined by research carried out in other areas.
- **Planning applications** – There has been a surge in planning applications in August, up from an average of 200 in previous months, to 318. These covered all types of applications.

- **Fairford to Lechlade footpath project** – Sustrans are proposing to start consultation with landowners on the 22<sup>nd</sup> October and would be concentrated more on the Lechlade side, where there is more of an issue.

- **Lechlade library** – This is due to re-open on the 2<sup>nd</sup> November. 40 volunteers covering an 18 hour week will be in operation.

**Q: Does Sustrans have all the required information from Fairford relating to the footpath project from the Fairford end.**

**A: Sustrans will be meeting landowners , mainly in Lechlade, but they have already been given all the information from Fairford, relating to the Fairford side of the project.**

**141 12/13 To receive report from County Councillor**

- **Business rates** – Changes have been made in the way that business rates are collect by the District. New arrangements linked with the ability of County/District to attract more businesses to the area. Extra money collected as a result of any increase in the amount of businesses will be shared out.

**Q: Cllr Harwood asked if holiday complexes are covered by business rates**

**A: County Cllr Theodoulou said that complexes would be covered under business rates, but that this whole area was to be looked into.**

- **Incinerator (Energy from Waste Facility) at Javelin Park off the M5** – A contractor has been selected and the next stage is for this to go to Planning, but it was unlikely that this would be considered before the end of the year. This was a hugely contentious issue especially in the Stroud area.
- **Badger Cull** - A petition has been put forward to the Scrutiny Committee. This is likely to be debated by the end of the month.
- **Funds for youth services** – County Cllr Theodoulou requested that anyone who has a project in mind related to the provision of youth services should come forward to obtain a share of funds currently available.

Cllr Wardle said that funds could be used to help with the running of the Monday Youth Club due to commence shortly and with the rental of the room used by the youth club and for service charges. The current rental agreement is due to expire in November 2012. It was agreed that a request should be put together to go to County Cllr. Theodoulou as soon as possible. **ACTION: Clerk to speak to Cllr Wardle.**

- **Funds – Highways projects** – C. Cllr Theodoulou said that a small amount of funding is available for small highways projects and that any requests for funding should be made as soon as possible.

**FACILITIES**

- 142 12/13 To receive minutes from Facilities meeting held on 2<sup>nd</sup> October 2012**  
Cllr S Jones said that she would have like to see the 1<sup>st</sup> draft of the new website design. The Clerk advised that some amendments had been sent to the web designer, but as soon as the draft had been amended this would be circulated to Cllrs.
- 143 12/13 To consider and agree proposal from George Ellis regarding arrangements for the Festive Market to incorporate a marquee and to add events over the weekend.**  
Following on from the proposals put to the Council by Mr. Ellis, earlier in the meeting, debate took place regarding implementation of these suggestions for this year's market. Some Cllrs. were of the opinion that we should apply for the road closure to incorporate Mr. Ellis suggestions, these would not necessarily have to be utilised, but the option would be there. Others were of the opinion that we should not rush matters and it would better to consult with residents in the Market Place before going ahead with any changes and it was felt that perhaps the Facilities Committee should look into this in more detail. It was therefore **RESOLVED not** to proceed with Mr. Ellis's proposals, for this year, but to ask Mr. Ellis to come along to a Facilities meeting in the New Year to discuss, in depth, how his ideas could be implemented for next year's Festive Market. Proposed Cllr Harwood, seconded Cllr Wardle – 8 in favour, 2 abstentions. **ACTION: Clerk to ask Mr. Ellis to attend Facilities meeting in the New Year.**

**FINANCE**

- 144 12/13 To approve retrospectively cheque payments to end of September 2012**  
It was **RESOLVED** to approve, retrospectively cheque payments to the end of September 2012.
- 145 12/13 To receive income & expenditure figures to end September 2012**  
These figures will be looked at in depth at the next Finance meeting later this month. The figures were received with no comment.

**PLANNING**

- 146 12/13 To receive Minutes of Planning Meeting held on 18<sup>th</sup> September and 2<sup>nd</sup> October 2012.**  
The Clerk was reminded that the 4<sup>th</sup> September minutes had not been received. These will be added to the next Full Council meeting Agenda. **ACTION: Clerk to add 4<sup>th</sup> September minutes to Agenda in November to be received.**
- 147 12/13 To consider and agree recommendation from Planning Committee to accept offer from Archstone Development to cover legal costs, if application approved by CDC.**  
Following debate regarding this recommendation.

**Cllr Muir left the meeting**  
**Cllr Wardle left the room.**

It was **RESOLVED** to accept the money offered by Archstone Developments, to reimburse any legal costs, if their application is approved. Proposed Cllr Harwood, seconded Cllr Lloyd – 7 in favour, 1 abstention

- 148 12/13 To agree the 3 minute speech for the Archstone application at the CDC Planning Committee on 10th October.**  
Cllr S Jones had circulated the speech to Cllrs., before the meeting. She reported that she had made some changes since circulation and detailed these changes to Council.  
Cllr Hing said that whilst he was happy with the contents, he confirmed that he did not support the application.

It was **RESOLVED** to agree the 3 minute speech for the Archstone application, as amended.  
Proposed Cllr Harwood, seconded Cllr Lloyd – 7 in favour, 1 abstention

**Cllr Wardle returned**  
**Cllr S Jones left the meeting.**

#### HIGHWAYS

**149 12/13 To receive Minutes from Highways Meeting held on 25<sup>th</sup> September 2012**  
Two spelling mistakes were noted. The minutes were received with no further comment.

#### OTHER MATTERS

**150 12/13 Date of next meeting – 13<sup>th</sup> November 2012**

**151 12/13 To discuss formation of Parish Charter with District Council.**

This item had been requested by Cllr Harwood. An example of the process currently underway by Stroud District Council, regarding the formation of a Parish Charter with their District Council had been circulated and Cllr Harwood was keen to seek an opinion from Council on whether they felt this might be something that could be considered for this Council and other Parishes covered by Cotswold District Council. Following debate it was agreed that this item should be deferred to the Procedures Committee for consideration. **ACTION: Clerk to add this item to the Agenda for the next Procedures Committee meeting.**

**152 12/13 To approve final copy of Annual Report – e-mailed 4/10/12**  
Some amendments were discussed and the Clerk will then re-circulate when these have been dealt with. It was **RESOLVED** to approve the final copy subject to e-mail approval of the amendments. Proposed Cllr C Roberts, seconded Cllr Wardle – all in favour. **ACTION: Clerk to amend Annual Report and re-circulate.**

**153 12/13 To consider and agree best method of circulating correspondence to Cllrs.**  
Debate took place regarding the best way of circulating correspondence and other documents to members. The Clerk said that she would check to ensure that there was no longer a requirement for Cllrs to have a hard copy of all documents, but that e-mailed copies are acceptable. The Clerk confirmed that the website designer had also confirmed that it was possible to establish a specific password protected page on the new website for Councillors to access and this could be used to post correspondence and other documents. Some Cllrs said that they would not like to go back to the previous method, where the Clerks had to hand deliver, on a weekly basis correspondence etc., to Cllrs. It was further agreed that the Procedures Committee could look at this in more detail. It was **RESOLVED** to defer this to the Facilities Committee to investigate further access via the website and to the Procedures Committee to consider the legal requirements if applicable. Proposed Cllr. Lloyd, seconded Cllr Sanford – all in favour. **ACTION: Clerk to add this item to agenda for the next Facilities meeting and Procedures Committee (if applicable).**

**154 12/13 To consider and agree application to Stronger and Safer Cotswolds Small Grants – if criteria meets requirements.**  
The Clerk advised the Council that this item was no longer relevant following information received from CDC.

There being no further business the meeting closed at 9.15pm.

.....Chairman

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