

DRAFT MINUTES OF DRIFFIELD AND HARNHILL PARISH COUNCIL MEETING IN THE MARKET CANTEEN 7:00PM TUESDAY 12th July 2016

Present:	Chair	Cllr A. Whitaker
	Vice Chair	Cllr A. Norris Cllr B. J. Ford (John Ford) Cllr N. White Cllr Mrs A. Lockhart
	Clerk	Mrs S. Walker

2 Residents attended. CDC Cllr D Fowles (left at 7.27pm). GCC Cllr Shaun Parsons (arrived at 8.05pm, left at 8.15pm)

APOLOGIES: No Apologies

MINUTES OF DHPC MEETING OF MAY 3RD 2016

Cllrs confirmed the draft of the Minutes is a correct summary of proceedings.

RESOLUTION It was proposed by Cllr Ford, seconded by Cllr White that: the draft is accurate record of the PC Meeting of May 3rd 2016.

The motion was carried unanimously.

Action: Cllr Whitaker signed the minutes, Clerk to file.

MATTERS ARISING FROM PREVIOUS MINUTES

No issues raised.

REPORTS

CLERK'S REPORT

I am just about finding my feet now and have also met with Brian Viner for some assistance along the way. I have applied for a change of signatory to Lloyd's Bank, jointly signed by Alex & Tony. I have also requested the Clerk information be updated on the CDC Website and have registered with HMRC. There have been no new planning application during the 2 month period since the last Parish Council Meeting.

A Microsoft Word copy and a signed scan of the Summons/Agenda (plus draft minutes of the 3rd May Parish Meeting) for this Meeting were emailed by me to all councillors on the evening of Wednesday 6th July. A signed hard copy of the Summons/Agenda was put up for display on both parishes' boards during the afternoon of Thursday 7th July in compliance with legal obligation for public notification of a Parish Council Meeting. The Agenda was also emailed to GCC Cllr Shaun Parsons & CDC Cllr David Fowles.

The Parish Council's latest bank statement printed today on the 12th July for the sole account shows funds at £4,361.24 in credit. This includes a credit of £1,450.00 from GAPTC for the transparency fund and a debit of £3,180.00 inclusive of VAT for the wall repairs noted at previous meeting.

Cllr Lockhart requested update contact information to be displayed on notice boards.

CDC REPORT

- Update from the Annual Council Meeting – all key councillors remain the same to complete the remaining year of their 2 year term. Chairman of Planning is now Steven Hurst, former Mayor of Tetbury, the former Chairman remains on the committee. The cabinet has increased by 2, Mark Mckenzie-Carrington will oversee Parking and Alison Coggins formerly of Moreton Council will oversee Health & Wellbeing.
- CDC & West Oxon merger has been shelved for the time being. Feasibility study showing not necessary in light of bigger issues at present.
- Feasibility study has been funded to investigate parking in Cirencester. Options being

put forward include decked parking (favourable sites – Station Car Park, Waterloo) or a park & stride based at Cirencester Rugby Club.

- Sunhill site update. Travellers site has been shelved after huge opposition so now visiting other options for use of the site.
- Local Plan has gone to the Secretary of State for review. Chesterton development will go through for approval prior to receiving confirmation of Local Plan.
- Planning applications for development in smaller communities are being looked at more favourably.
- RAU Application (Rural Innovation Centre) – Case Officer returns tomorrow. Cllr Lockhart queried whether the RAU would be taking on board all queries submitted by the community.

GCC REPORT

Cllr Whitaker raised a question regarding Pot Holes but no further forward with addressing all the road damage locally. Cllr Lockhart queried the possibility of Cats Eyes on Hangar Lane. 30mph limit through Driffield discussed but would cost in the region of £15-£20K to put through as would require a Traffic Regulation Order. Temporary signs could be used but would not be enforceable. Harnhill Healing Centre additional signage would require highways permission. Cllr Parsons informed Cllr Lockhart to contact Richard Greggs at GCC regarding this.

COMMUNITY – RESOLVE

To set up an independent group to manage funding / installation of defibrillator with an agreed annual budget.

Cllr Lockhart confirmed the cost to purchase each defibrillator to be £1,250.00. There is an annual management fee of £126.00 per defib plus installation costs of around £100.00 each. An annual maintenance cost also requires accounting for.

Cllrs Lockhart & Norris have arranged funding by Claus for the purchase of the Driffield Defibrillator which is to be located in the telephone box. Funds should be available after 1st Oct 2016. RAU have agreed to fund 50% of the purchase of the Harnhill Defibrillator with the other half hopefully being covered by the Healing Centre once they have had a committee meeting. The location of the defib will likely be in either site.

A committee will be set up to manage training, maintenance etc. Initial costs will need to be covered by fundraising / donations but future running costs could be added to the precept.

Mrs Phillips suggested a local Electrician who could help with installation.

RESOLUTION Proposed Cllr Mrs. A Lockhart seconded Cllr A. Norris.

COMMUNITY – RESOLVE

To set up Mail Chimp as the official way of distributing information to the community.

Cllr Whitaker gave a clear description of the use of Mail Chimp as a way of distributing information to the community. It would be managed by the Clerk but could allow administrative rights for other users so could be used by Neighbourhood watch etc.

RESOLUTION Proposed Cllr Whitaker seconded Cllr Norris. Cllrs Lockhart & Ford in favour, Cllr White abstains.

PLANNING – RESOLVE

To agree a representative to attend any future CDC planning meetings regarding the proposed development at Harnhill RAU to highlight the Parish Councils Views.

Cllr Lockhart confirmed that Mr Barton had commented on the 19 letters submitted by the community but had not addressed any of the issues with the exception of reducing the roof height by 1m but it still being 0.5m over the existing height.

After discussion it was agreed that should any meeting take place within August the Clerk would attend to put forward the communities concerns that have not been addressed thus far.

If there was no meeting before September it would be revisited at the next meeting.

RESOLUTION Proposed Cllr Lockhart seconded Cllr Ford.

FINANCE – RESOLVE

(i) To accept the quote from Commatic for set up and hosting of Website

Cllrs reviewed the invoice for setting up and hosting a community website. Cheque for £1,728.00 inc VAT was signed for Commatic.

RESOLUTION It was proposed by Cllr Whitaker, seconded by Cllr White.

(ii) To sign off 2015/2016 Accounts

Cllr Whitaker read the Annual Governance Statement to which all Cllrs agreed. Accounts were signed by Chairman & Clerk.

RESOLUTION It was proposed by Cllr Whitaker, seconded by Cllr Norris.

(iii) To agree Clerk payment via standing order

Clerk requested to receive payment for duties via monthly standing order.

RESOLUTION It was proposed by Cllr Lockhart, seconded by Cllr White. All in favour.

ITEMS FOR INFORMATION

- Fly Tipping. Possibility of assistance from Army Base with Patrols.
- Standing Orders to be reviewed. Changes to be agreed prior to next meeting.

Chair declared all business concluded and confirmed the date of the next scheduled Parish Council meeting to be on Tuesday 13th September 2016 at 7.00pm in the Market Canteen. Chair announced this meeting closed at 8.40pm.