

# CASTLE EATON PARISH COUNCIL

**The ANNUAL PARISH MEETING and PARISH COUNCIL  
AGM held on THURSDAY, MAY 18, 2017, at 7.00pm in the  
Village Hall.**

## MINUTES

### ANNUAL PARISH MEETING

#### **1 APOLOGIES FOR ABSENCE**

Apologies were received from Borough Cllr Mrs M Penny

#### **2 REPORT BY PARISH COUNCIL CHAIRMAN**

The Parish Council has been extremely busy this year, particularly with negotiations and discussions with Swindon Borough Council over the transfer of services. This has been very time-consuming, with some extra meetings and lengthy legal documents to ponder over, so it has been a bit fraught at times! I am not going to go into detail on this now, as it will be discussed again in the meeting that flows. However, it is our intention to publish a newsletter in the next few days to explain what has happened.

The Community Benefit Fund has also taken a lot of our time. We have tried desperately hard over the last couple of years to encourage residents to put forward suggestions for how the money should be spent. The only people who responded with firm proposals were the Village Hall and the VCC. Consequently, that is where the money has been spent so far and many good projects have been undertaken, but there is still plenty left in the fund so if there are any firm proposals we would be pleased to receive them.

Our clerk, Alan Gorton, has again had to sit through many meetings and plough through many reports from the Borough and other bodies, with great patience. His comprehensive advice to the Councillors has again been very valuable, not to mention sometimes amusing!

We have continued our financial support to help to maintain the Village Hall and the Post Office. It is pleasing to see that they are still being well used. We have also continued to maintain the Playing Field and this service is being extended to other grass cutting.

We were pleased to welcome Stuart Gruszca to the Council last year, when Barry James decided to stand down after many years of service. I thank Barry for his dedication during that time. We have co-opted Dinesh Naidu as a Councillor and I welcome him to the team. However, elections are due next year and we would welcome any further expressions of interest for standing as a Councillor.

I would like to thank our Borough Councillor, Maureen Penny, and all my fellow Councillors for all their help and support during the year.

I believe that the Parish Council has again fulfilled its function in looking after the interests of the village.

Bill Hughes, chairman

### 3 REPORT BY BOROUGH COUNCILLOR

I am really sorry I cannot be with you tonight but other commitments have made this impossible.

This year has been a very busy and particularly difficult time both for myself and you as Parish Councillors. I wish to thank you for inviting me to your meetings and hope that I manage to answer all our queries to your satisfaction.

The transfer of services from SBC proved extremely problematic for the smaller parishes and I set up and attended many meetings to try and establish the best terms that were possible in the circumstances. In this I represented Castle Eaton (amongst others) and I hope that the terms of the Deed are more acceptable to you all – I agree in a perfect world this should not have happened but I found myself trying to make the best of a decision that was not going to be overturned. We are in the process of setting up a local area rural committee to ensure that if there are more problems in the future the smaller rural Parishes will be better served.

As I have said at previous Annual meetings, I am here both to help and give advice to the Parish Council where necessary and also to be available to residents of Castle Eaton should they need guidance through the maze of Borough Council rules and regulations. I may not always be able to answer in the way that people expect but I always try to be honest and unbiased in my advice.

I have been able to progress the state of the roads in and around Castle Eaton and I have attached two emails recently received from Wiltshire and Swindon.

***4 May 2017. Message from Martin Cook, Local Area Highway Engineer for the Royal Wootton Bassett & Cricklade Community Area, of which Water Eaton falls within.***

*For my sins I have taken up responsibility for this area from September last year and was made aware of the issues on this stretch of road. I was not aware of any of the sanctions or conditions placed regarding the construction of the Solar Farm*

*However, my predecessor did have this location highlighted for remedial repairs to the carriageway. But the contractor was denied access as a consequence of Traffic Management issues involving the A419(T).*

*This said, I am revisiting the site on Monday May 8<sup>th</sup> with Wiltshire Council's Highway Design Consultant. We are going to measure and mark out the sections of the road requiring repairs.*

*I am led to believe that the A419(T) is going to be closed on the 18<sup>th</sup>/19<sup>th</sup> May which will relieve the need for the Traffic Management constraints, therefore it is proposed to carry out repairs to the Water Eaton road during night time works at the same time.*

***9<sup>th</sup> May Message from Dave Western, Senior TDM Engineer, Highways & Transport, SBC***

*Further to recent emails regarding concerns of the state of C114, Castle Eaton (S/12/1766), conditions 11 & 14 of said consent state:*

*11) No work shall commence on the development site until a detailed survey of the condition of the public highway along the Droeway has been carried out and submitted to the Local Planning Authority in writing in accordance with a specification that has first been approved in writing by the Local Planning Authority. Reason: To enable the Local Planning Authority to determine whether any damage to the public highway is attributable to the works carried out by the developer. Relevant Policy: DS6, SBC Local Plan 2011 (2006)*

*This implies that the developer is to provide a public highway condition survey in order to discharge the above conditions, but not that the developer has to undertake the necessary repairs. These conditions were recommended for discharge on 28<sup>th</sup> June 2013 with the following wording:*

*The surveys for these two separate conditions have been combined to form a single coherent review of the main public road, C114, accessing onto the minor access road, The Drove way, which provide access to the site for HGV vehicles from the A419. This approach is acceptable.*

*The combined survey is thorough and itemised, and so represents the condition of the highway surfaces in a suitably logical fashion. This record of the highway is accepted to represent the condition of the public highway prior to Solar Farm construction, and shall be used for a highway condition review following the completion of the solar farm installation works. In the event of any significant and identifiable damage to these surfaces, the LHA may seek reparation [of an appropriate nature] against the developer in relation to that damage.*

*In terms of the LPA and damage, it appears there is nothing left to enforce – the developer has done what was required of the condition. I therefore suggest that once the solar farm installation is complete (it may already be so) the LHA (I would suggest one of Helen's team, in conjunction with Derek?) would need to inspect the roads against the pre-commencement condition survey in order to determine what, if any, developer attributable damage has been caused in order for SBC to repair and recharge accordingly. I would suggest that SBC's time in undertaking the inspection is also charged to the developer.*

*The pre-commencement survey is on our planning portal website*

*[http://pa1.swindon.gov.uk/publicaccess/files/9A2D97BB4FEFCBC14E3842E1022F828D/pdf/S COND 13 0697-CCONDITION SURVEY – 416119.pdf](http://pa1.swindon.gov.uk/publicaccess/files/9A2D97BB4FEFCBC14E3842E1022F828D/pdf/S%20COND%2013%200697-CCONDITION%20SURVEY%20-416119.pdf)*

*Hopefully this will allow the situation to be progressed accordingly.*

As you are probably aware, I will be taking on the role of Mayor of Swindon in the forthcoming year and though this is expected to be a very busy time I hope I will still be able to attend most of your meetings. I will be available by email and phone should I not be able to attend personally. I also wish to give my thanks to Alan Gorton for his patience and guidance which have been invaluable for the last year and indeed all the time I have been attending your Parish meetings.

Cllr Mrs M Penny

## **4 REPORTS FROM PARISH ORGANISATIONS**

### **Village Hall Trustees**

The Village hall continues to function successfully due to the efforts and dedication of the management team, the general committee and certain villagers who are always willing to assist when necessary.

The condition of the Village Hall has benefitted from grants received from the available Community Grants Fund.

The year has seen the installation of a new boiler, LED lighting throughout the building, a new access door locking system and two new storage units in the storeroom. We also have grants for a new dishwasher and to tarmac the external pedestrian area.

The Village Hall continues to be used by villagers and local groups on a regular basis.

The Post Office continues to operate and contribute to a popular coffee morning which is still being organised by a few ladies in the village and continues to provide a very welcome income to the Village Hall.

Finally, as before, a thank you to the Castle Eaton Parish Council for their assistance and patience in connection with our Community Grant applications and any related issues.

A Trinder, chairman

## Ladies Social Club

The Ladies' Club continues to thrive. As usual, a number of members have left but others have joined and a number of speakers have even attracted some men! We are always happy to have male and female visitors for a small remuneration! This year we have enjoyed many and varied talks and craft evenings and we look forward to more of the same in future.

In June last year we were invited to bring small antiques and jewellery to the meeting to be valued by Mr Woodward. We were all very happy with the valuations and it was fascinating to see the articles which were brought in.

The July meeting was about 'Interesting Gardens in London'. The speaker was a member of the National Gardens Association and the photographs we were shown were both beautiful and inspiring.

We were all humbled by the talk given in August about life in occupied Netherlands during World War II. The lovely lady who spoke to us was a child aged between 6 and 11 at the time. It was amazing and horrifying to hear about how she and her family coped with the terrifying situation and the many deprivations which they endured. It was particularly poignant to listen to her explaining about the soldier who was billeted with her family.

In September we were able to be creative, as we were shown how to make cards using paper napkins and an iron! This proved to be a most relaxing and sociable evening. We were all very happy with our unique creations.

Kate, who is a Castle Eaton resident, talked to us in October about her job as a GP. She told us how much she loves her job and she invited us to ask her about relevant medical issues. This was a very entertaining meeting.

We had another medically-related session in November when a Reflexologist, Jenny, came to give a talk and demonstration. The members were encouraged to practise on each other!

In December we had a Christmas meal at the Red Lion here in Castle Eaton. Most members attended and they enjoyed themselves so much that another meal in June was proposed and has now been booked.

Once again, the Annual general meeting took place in January. We reviewed the raising of fees last year and it was decided to continue with the same amount. We also raised the fee for visitors to £2 per visit. We have a healthy bank balance due to subscriptions, money paid for teas and raffles and money raised from the Village Fete in May.

Pauline devised a quiz for us in February. We thoroughly enjoyed this evening and we hope for another one soon. We were all very competitive and those of us who did not win want our revenge!

We were treated to tunes played by the Cirencester Hand Bell Players in March. Most of us sang along to the familiar tunes and some of us tried to emulate the very skilful musicians. It was an extremely pleasant way to spend an evening.

In March, Annette gave a very interesting talk about her visits to the Arctic and the Antarctic. The photographs we saw were fascinating, but some of them showed travelling in small boats which looked extremely fragile! We all think she was very brave!!

Finally, in May we listened to a talk about the famous, or infamous, Mitford sisters. Diana Alexander, the speaker, actually knew one of the sisters, Pamela, and she has written a book about her. Diana met many well-known people while she worked for Pamela as a cleaner and she has a wealth of anecdotes about her family.

A number of charities have been supported during the year, as many speakers ask us to donate their fee to a chosen charity. These include the Red Cross, Salvation Army, National Gardens Association and Hampers for the Elderly.

I would like to thank David Mirrington for the posters he creates every month to advertise our activities. He does a brilliant job.

Mrs Judy Parker

## Gardening Club

The Gardening Club has had another very successful year.

The Club membership has increased slightly but new members are always welcome.

Once again the Club members contributed to the village fete and we had a successful but tiring day.

The annual Flower & produce Show was as usual very well attended and supported by the members and the villagers, the exhibits were a credit to all the exhibitors and received credit from the judges.

The Club's annual trip was to Kew Gardens where we had a very pleasant day.

A Trinder, chairman

## Church Warden's Report

The jackdaws tried to nest in the turret of the Sanctus Bell and promptly created several holes in the netting which have been repaired and it should now last a few years longer.

Swindon Borough Council has acknowledged that the path is a public right of way and they have been to inspect it and consider it "not to meet their criteria but will continue to monitor it". Presumably we can forward anyone who may sue us after a fall to Swindon Borough Council. Maureen Penny, our Borough Councillor, is on the case!

The bell ringers are doing a brilliant job of keeping the tower clean and tidy and the Diocesan Bell Ringing Association has been a great help in the maintenance of the bells themselves. A problem with the masonry by the west window was found to be the rain hitting the stone work and wearing away the mortar. This was repaired and also a piece of Perspex fitted to two-thirds of the window to prevent the rain from doing further damage to the masonry. The headstock on the treble bell needs replacing. Taylors of Loughborough are to quote for the work and it has been suggested that the Diocesan Bell Ringing Association will help with the cost.

This year has included a tea party to celebrate the Queen's 90<sup>th</sup> birthday, several coffee mornings, three weddings and an ecumenical service welcoming those of the Roman Catholic persuasion. The tower was floodlit over the Christmas/New Year period and did look amazing.

Our services continue to be well attended for a small village but there are changes in the near future. Rev Jean Brown is retiring and a replacement for Castle Eaton and Kempsford is to be sought. In the meantime services at St Mary's will be taken by various clergy from the Cotswold Team. Meysey Hampton and Marston Meysey are to be joined to Fairford.

We are inviting everyone in Castle Eaton and surrounding area to attend Jean's last service on 4<sup>th</sup> June at 3pm followed by tea in the Village Hall.

I am standing down as Chirch Warden. Dennis Archard and Charles Byam-Cook are taking over though I have agreed to look after the building and grounds for the time being. Over the last nine years we have achieved quite a lot as a PCC and I would like to thank the members past and present for their invaluable help and support working together as a great team. As always we could not survive without the backing of the village as a whole for which we are extremely grateful.

Mrs Annette James

## Police

May – theft from motor vehicle x 1

June – ASB x2 and a suspicious incident

July – Traffic related incident x 2 and violence against a person x 2

September – Traffic related incident

November – Violence against a person x 1

January – Violence against a person x 1

March – Burglary

April – Theft of motor vehicle

It should be noted that although these incidents took place within the parish, they may not have been perpetrated by residents.

Juliet Evans, PCSO

## **Village Community Committee**

The VCC had one fund raising event in 2016 to avoid conflict with other much-needed fund raising by the PCC.

Items of significance in 2016-2017 period:

- 1 The barn dance was held on July 16, supported by a different band. The dance raised just in excess of £700 profit to bolster our funds. As always our thanks go to David Sainsbury for his provision of the barn and some of the facilities for the event. The Barn Dance 2017 will be held on Saturday July 8. It is imperative that we get tickets sold as soon as possible and that the event is well-attended and supported by the village community.
- 2 The playground inspection was carried out to ensure we keep on top of any issues and maintain our responsibilities regarding the upkeep of the Park. The same items were identified as in previous reports, plus issues in the wetpour surface.
- 3 The VCC were very grateful to receive donations from the Parish Council from the Community Benefit Fund:
  - a. To enable an upgrade the fencing to health & safety reasons, using concrete posts for longevity.
  - b. New bunting for the fete and barn dance and any other uses as requested by village groups
  - c. Efficient LED lighting again to be used at the Barn Dance and any other village functions
  - d. A versatile tannoy system for use at the fete and for other groups if requiring speakers and microphones, CDs and Bluetooth facilities
  - e. A secure cupboard for storage of items of equipment.
- 4 The VCC now have a healthy level of committee members and volunteers to help share tasks and projects, At the last VCC I resigned from the Chairmanship and the VCC is now functioning without a Chairman.
- 5 Following the fete proceeds distribution, it was decided by the committee that the VCC allocation of 2016 fete monies would be donated to the PCC as they have been unable to benefit from the Community Grant monies.
- 6 Finally, I would like to thank all of the committee members for their support over this year and in particular Helen Clift in her role as secretary and Louise Kennington for her role as treasurer.

David Price, ex-chairman

### ***RECESS: residents may raise any matter concerning the work of the Parish Council***

A resident noted that the C114 had not been repaired during all the time he had lived in the village and wondered whether the Parish Council would consider lobbying SBC or other Council to repair it properly.

The chairman described the partition of the road between SBC and Wiltshire Council, the division of responsibilities, the road's evolution from a track, and reasons for its demise as a road.

The resident wondered whether it would be possible to repair a short section annually, but do it properly rather than just temporary patching.

A resident wondered whether a speed limit could be imposed, and other suggestions concerned white lines down each side to control speed.

A resident expressed disappointment that a Newsletter had not been published, as at the last meeting of the Parish Council it had been agreed to publish one. The chairman apologised but explained why publication had been delayed. The resident considered that communication from the Parish Council to residents was poor, and that if residents were made more aware of Council activities,

Problems and decisions the Council may get more support.

## **PARISH COUNCIL ANNUAL GENERAL MEETING**

### **1 APPOINTMENT OF CHAIRPERSON**

Cllr Sainsbury proposed Cllr Hughes, which was seconded by Cllr Saunders.  
There were no further nominations and Cllr Hughes took the chair.

### **2 APPOINTMENT OF VICE-CHAIRPERSON**

Cllr Saunders nominated Cllr Sainsbury, which was seconded by Cllr Hughes.  
There were no further nominations and Cllr Sainsbury agreed to take up the post.

### **3 DECLARATIONS OF INTEREST**

The Chairman asked that the declarations by association be noted. He declared specific interest in matters concerning the Village Hall, later on the agenda.

### **4 VILLAGE HALL TRUSTEES**

The Chairman reported that as a consequence of Cllr James resigning from the Parish Council the Parish Council was not represented on the Village Hall Trustees.

Cllr Naidu was appointed as Parish Council representative.

### **5 MINUTES OF THE MEETING OF MARCH 2 AND THE EXTRA-ORDINARY MEETING OF APRIL 11, 2017**

The Minutes had been circulated previously and were AGREED as a fair and accurate record. They were signed by the chairman and clerk.

### **6 MATTERS ARISING FROM THE MINUTES**

The chairman referred to Cllr Penny's report and emails about the C114 and thanked her for her efforts on behalf of the residents.

### **7 PLANNING MATTERS**

The clerk reported that planning applications concerning both Appletrees and Land opposite 1 Long Row had been refused.

### **8 TRANSFER OF SERVICES**

8.1 The chairman referred to the meeting of April 11 with members of SBC staff and to circulated amendments to the Schedule. The chairman proposed that the Deed be signed and witnessed and the Schedule amended accordingly.

8.2 Cllr Sainsbury suggested either adding to the Schedule or including a Minute in this record to the effect that the standard of work carried out by SBC has been low and wished the Parish Council to put on record that levels of service had been unsatisfactory and that many of the functions had not been carried out by SBC.

8.3 It was AGREED unanimously that the Deed be signed, that the Schedule be amended as proposed by the chairman and that the minute above be passed.

## 9 COMMUNITY BENEFIT FUND

The chairman reported

- 9.1 that the quotation for rejuvenating the Village Hall floor was to be held and that the work would be undertaken in August;
- 9.2 that a quotation for cleaning and fireproofing curtains was in the sum of £480 against the £500 agreed at an earlier Parish Council meeting; it was AGREED that this be accepted;
- 9.3 that a proposal, circulated earlier, had been received for provision of storage cupboard for cleaning equipment and materials in the sum of £280.70p; this was AGREED

## 10 FINANCE

- 10.1 The clerk reported correspondence from Lloyds Bank that Cllr Gruszka has been recorded as a signatory to cheques
- 10.2 The clerk introduced the Annual Accounts and reported them page by page.
- 10.3 The chairman read, item by item, the Annual Governance Statement. It was AGREED that this be signed by the chairman and clerk.
- 10.4 The clerk introduced the Annual Accounting Return. It was AGREED that this be signed by the chairman and clerk.
- 10.5 The clerk presented cheques for signature. It was proposed by Cllr Sainsbury and seconded by Cllr Naidu that these be accepted and signed.

<b>Bank balance (01529286) as at 1.5.2017</b>		<b>52,663.63</b>
Nelson Ltd (dishwasher in Village Hall)		2,946.24
WALC (subscription 2017)		102.16
Cllr W Hughes (pads for defibrillator)		73.00
Community First (insurance 2017)		157.78
Castle Eaton Village Hall (secure cupboard)		280.71
Castle Eaton Village Hall (grant and hiring charge)		756.00
Castle Eaton Village Hall (Post Office)		250.00
Meysey Hampton PCC (Parish magazine)		50.00
A Gorton (clerk's salary	342.05	
expenses	50.74	392.79
Post Office Ltd (PAYE to HMRC)		70.45
 Total cheques		 5,079.13
 <b>Bank balance after cheques</b>		 <b>47,584.50</b>

(Bank account 02700108 = £500.00)  
(after payments, defibrillator fund stands at £542.00  
Community Benefit Fund stands at £49,012.26)

The clerk raised concern that the dishwasher in the Village Hall had not yet been provided and referred to the Parish Council's policy that payments from the Community Benefit Fund would only be made on completion of work; that stage payments were expressly included in this policy.

The chairman explained that the firm, Nelson Ltd, would not provide the dishwasher until payment had been received, but if the Village Hall Trustees paid for the machine the Parish Council would not be able to claim the VAT in the sum of approximately

£500.

It was AGREED that on this occasion as a special, one-off arrangement to enable the Parish Council to reclaim the VAT element, a cheque be made available to Nelson Ltd as and when the dishwasher arrives at the Village Hall in readiness for installation.

**CORRESPONDENCE**

- Public Sector Review – weekly
- Public Sector Executive – weekly
- WALC Newsletter – monthly
- What’s On In Cricklade – May, 2017
- Parish Council Direct - monthly
- Community First Newsletter – May, 2017

**10 DATE OF NEXT MEETING**

This will be held on Thursday, August 31, 7.15pm in the Village Hall

Signed ..... chairman

..... clerk

..... date

