



**MINUTES OF THE FULL COUNCIL MEETING
HELD ON 8TH SEPTEMBER 2020**

Present:

Cllr Nicholls (part)	Cllr Harrison	Cllr Bowen
Cllr Boulton	Cllr Doherty	Cllr Hill
Cllr Jefferies	Cllr Jack Morgan	Cllr John Morgan
Cllr Sanford	Cllr Thornhill	

In attendance: Vanessa Lawrence, Roz Morton(Clerks), District Cllrs Andrews and Trotter (part)

Cllr Harrison, as Deputy chaired the meeting as Cllr Nicholls was not present.

- 105 20/21 Apologies for absence**
Apologies were received from Cllr Foxall, Cllr Roberts and County Cllr Theodoulou.
- 106 20/21 Declarations of Interest in Items on the Agenda**
None received.
- 107 20/21 To approve the Minutes of the Full Council meeting held on the 12th August 2020.**
It was **RESOLVED** to approve the Minutes of the Full Council meeting held on the 12th August 2020. Proposed Cllr Bowen, seconded Cllr Sanford – 9 in favour, 2 abstentions.
- 108 20/21 Clerks’/Chairman’s report**
The Clerk’s report had been circulated prior to the meeting and covered matters from previous meetings which have been actioned such as:- Clothes bank; Keble Fields bin; resurfacing in the Walnut Tree Field; Signage; Council yard; Flower beds.
Cllr Harrison reported that he has drafted an article relating to Covid, which he will be circulating. Cllr Hill thanked the Council for the new surface around the Walnut Tree Field, table tennis table and Cllr John Morgan asked if the Clerks were comfortable with the running of the office now that it has re-opened. The Clerk reported that it was early days and few people were calling in, but the measures in place were in accordance with the guidelines.
- 109 20/21 To agree to adjourn the meeting for Public Participation – there is a 10-minute time limit) if members of the public are present.**
N/A
- 110 20/21 To agree to reconvene the meeting following Public Participation, if applicable.**
N/A
- 111 20/21 Chairman’s Announcements**
Cllr Nicholls reported that he has been in touch with the RBL to discuss whether the Remembrance Day parade can take place and how this can be

achieved with the current Covid restrictions on gatherings. He will report back in due course.

- 112 20/21 To consider correspondence & invitations received (for information only emailed)**
Correspondence and invitations are e-mailed during the month. Received with no comment
- 113 20/21 To receive reports on meetings attended**
Cllrs Foxall, Roberts and Nicholls attended a meeting with the ECT – Land has now been offered to the Council for a new burial ground. The Trust have agreed for the Council to carry out relevant assessments to establish whether the land is suitable. Other matters relating to possible new development was discussed.
- 114 20/21 To receive report from District & County Councillors (e-mailed)**
Cllr Andrews had e-mailed his report which had been circulated prior to the meeting. Cllr Doherty reported in Cllr Andrews absence:-
- Car Parking – Numbers have been down over the past months, but this has begun to improve and the shortfall in revenue from car parking charges will not be as poor as was expected.
 - Cabinet Meeting (yesterday), including:
 - Revised Budget – taking into account COVID-19 costs so far. This considered at the end of the month.
 - Climate Emergency Strategy – document being produced which will go to Cabinet once it has been considered by Full Council
 - Local Govt Re-organisation (Proposal to form two Unitary Authorities) – Cllr Harrison from FTC will be responding on behalf of the Council.
 - Full Council 23rd September – details not yet known - but almost certainly including the above points.

Cllr Andrews and Trotter arrived

- Climate Change Action Planning Workshop 10th October 2020 -- Government Consultation on Planning – District Cllr Trotter asked who would represent the Town Council. Cllr Harrison has prepared a document and will be representing the Council. This has been circulated. The Council was advised that James Brain (CDC) presentation to the Overview and Scrutiny Committee was available to view. It was generally felt that the algorithm used by Savills when compiling information relating to planning was inaccurate for the Cotswolds.

- 115 20/21 To receive Police report**
The Police report was received with no comment. A copy of the report is held with the Minutes.

FINANCE

- 116 20/21 To receive the Minutes of the Finance meeting held on the 18th August 2020**
The Minutes of the Finance meeting were received with no comment.
- 117 20/21 To approve retrospectively payments to end of August 2020**
It was **RESOLVED** to approve, retrospectively, payments to the end of August 2020. Proposed Cllr Doherty, seconded Cllr John Morgan - all in favour.

- 118 20/21 To receive the Reconciliation Report to the end of August 2020**
The Reconciliation report was circulated and is available in the Minutes book.
- 119 20/21 To consider and agree, retrospectively, recommendation from the Finance Committee, for the budget figures set for 2020/21.**
Cllr Doherty asked for this to be deferred to the Finance Committee - all in favour.

ACTION: Clerk to add this item to the Agenda for the next Finance meeting.

PLANNING

- 120 20/21 To receive the Minutes of the Planning Committee meetings held on 18th August and 1st September 2020.**
The Minutes of the Planning Committee meetings held on the 18th August and 1st September were received with no comment.
- 121 20/21 To discuss draft responses to the NALC consultation for changes to the current planning system.**
Cllr Harrison has circulated the first draft of the response. This will be formally approved at the next Planning meeting and sent by the end of next week. Comments to be sent to Cllr Harrison.
- 122 20/21 To receive a report on the Neighbourhood Plan and agree the process for approving the pre-Submission Plan documentation.**
Following discussion, it was agreed that an Extra-ordinary Council meeting will need to be arranged to sign off the Reg 14 document. This will be ready by the end of the month if not sooner. It was **RESOLVED** to meet on the Tuesday 22nd September or the 29th September – time to be agreed. Proposed Cllr Hill, seconded Cllr Harrison.

WORKS & COMMUNITY

- 123 20/21 To receive the Minutes of the Works & Community Committee meeting held on the 25th August 2020.**
The Minutes of the Works & Community Committee meeting held on the 25th August were received with no comment.
- 124 20/21 To receive a report from the Chair of the Works & Community Committee**
Cllr Boulton reported that all matters from this Committee had been reported in the Clerk's report.
- 125 20/21 To consider and agree that Cllrs should wherever possible notify clerks of any town maintenance issues in order that a list can be drawn up for either immediate or long-term attention by groundsman or outside contractor.**
Cllr Sanford asked if Cllrs could note any issues around the town which require attention either by the groundsman or outside contractor and report these to the Clerks for actioning. Cllr Sanford felt that it was impossible for the Clerks to monitor everything in the Town without assistance from Councillors. After due consideration it was **RESOLVED** to report any issues noted to the Clerks. Proposed Cllr Sanford, seconded Cllr Morgan – all in favour.

ACTION: Cllrs to advise Clerks of any issues in the Town that require maintenance work.

126 20/21 To note that formal approval has been given by the ECT to assess land for a new burial ground, and to consider and agree to approach the Trust with a view to purchasing the land should it prove suitable.
Permission to assess land for a new burial ground has been given by the ECT. Cllr Roberts was unclear as to whether the land should be leased to the Council, should it prove to be suitable. The Clerk pointed out that the current burial ground was purchased from the Trust in 1979 and that this should be brought to the attention of the Trust. It was **RESOLVED** to approach the Trust with a view to a possible purchase.

ACTION: Clerk to contact the Trust.

127 20/21 To agree a date to remove the flags and a group to help with removal.
It was **RESOLVED** to take down the flags by the end of the month. Cllrs Sanford, Nicholls, Thornhill and Doherty volunteered to help. A date and time to be confirmed.

ACTION: Clerk to advise on a date and time

OTHER MATTERS

128 20/21 To consider and agree for Committee Chairs to meet to decide post Covid deliver plan for Committees.
A “New Normal” way of working means that the Council needs to consider how best to move forward on projects and whether they are still achievable. All the projects listed have been held up due to the pandemic. After consideration it was **RESOLVED** that the Chairs for each Committee should meet to discuss this. Proposed Cllr Doherty, seconded Cllr Hill – all in favour.

ACTION: Clerk to arrange a date and time for a meeting.

129 20/21 Anything the Chair considers urgent
The Clerk asked if the Council has had any thoughts on face-to-face meetings especially as it would prove impossible for Full Council meeting to be held in the Council Chamber (Barker Room) as there is no room for social distancing and the advice is NOT to meet if it is not necessary. All Cllrs agreed that they are happy to continue with virtual meetings.

130 20/21 Date of next meeting –13th October 2020

.....Chairman

.....2020