

Birdlip Parish Council



MINUTES

Minutes Meeting of Birdlip Parish Council on Wednesday 21st June 2023 at St Mary's Church Birdlip at 7.30pm
Present: Councillors: J Lavington, E McKay, P Ritchie.

The meeting was opened by the Chairman

6/1. Apologies for Absence

Councillors D Collings, D Partridge and District Councillor Judd

6/2. Co-option of Councillor to Parish Council

Malcolm Crossley was successfully Co-opted to the Parish Council.
Signing of Acceptance of Office was witnessed and Declaration of Interests completed.

6/3. Declarations of Interest

Chairman declared an interest at item 6/16

6/4. Public Participation Regarding items on this Agenda (3 minutes per person allowed)

None

6/5. Minutes

- I. **To approve minutes of meetings held on 10th May 2023** Approved and signed
- II. **Action points from previous meeting 10th May 2023** - None
- III. **To approve minutes of the extraordinary meeting held on 22nd May 2023** Approved and signed
- IV. **Action points from previous meeting 22nd May 2023**

Min 3 Councillors Lavington, McKay and Collings have completed Being a Better Councillor Part One and Two. Cllr Lavington and McKay have also completed training Chairmanship Skills and will attend the Planning in Plain English on 26th June 2023. The Chairman proposed that all Councillors complete the Being a Better Councillor Part One and Two and Planning in Plain English courses. This was **Agreed**. Clerk will distribute new dates for courses as they become available and keep a record of courses completed by Councillors.

6/6. To Receive Report from Parish Clerk

Councillor Register of Interest forms have been sent to and received by Cotswold District Council.

Birdlip Parish Council is now registered as an employer with HMRC.

The clerk will register with and make a declaration on behalf of the Parish Council with the Pensions regulator.

Wall and footpath opposite the Royal George. The Parish Council received complaints from several residents, one in writing regarding the damage. This has been passed to the Deputy Highways manager and Cllr Harris.

A response was received from Daniel Tiffney, a site visit to investigate the problems is planned in the near future and he would report back findings before scheduling the work.

The clerk took the opportunity to express the urgency of the repairs and replacement to the road signs at the bend close to the school as they are now causing a tripping hazard. The Clerk has also asked for an update on the Fingerpoint sign on the verge by the bus stop as still awaiting a response and suggestions from Glos Highways regarding the placement of the chevron and Stroud signs at the bottom of the verge. Advised both will be looked at during the inspection of the wall and footpath.

6/7. To Receive District and County Councillor Reports None received at this meeting.

6/8. A417 Missing Link To receive report from the Chairman

The Chairman attended the Parish Councils meeting with National Highways and Kier Group. Slides from the meeting had been distributed to Councillors. Chairman reported that the works are currently ahead of schedule. National Highways has offered to hold a public meeting in Birdlip to answer any questions regarding the A417 works. The Parish Council agreed to accept and would suggest a date in the Autumn, when groundworks are due to commence.

6/9. Adoption of Policies

i. To adopt Data Protection Policy

Councillor McKay suggested that “Written” be added to the policy. The clerk to investigate and adoption was deferred until July meeting.

ii. To adopt the Complaints Policy

Council **Resolved** to adopt Complaints Policy.

iii. To adopt the Internal Controls

Council **Resolved** to adopt Internal Controls.

iv. To adopt Grants Policy

Council **Resolved** to adopt Grants Policy.

6/10. Bus Shelters & defibrillators:

To note that the bus shelters, defibrillator and kiosk, benches and village gateway signs have been inspected. It was noted that all had been inspected. The battery in the defibrillator expires on by 22nd July – **Clerk to order replacement**. There is no further update on the sale of the bus shelter.

6/11. Attendance of Meetings and Events by Councillors

The Council discussed procedural requirements and **Agreed** the following;

Parish Councillors would advise either the Chairman or the Clerk before attending any meetings as a “Councillor” representing the Parish Council. Procedure as per Internal Controls policy 3. “The Parish Council makes all decisions at Parish Council meetings, approved by the majority of parish Councillors. No Parish Councillor may act on the behalf of, or make a decision for, the Parish Council outside of a Parish Council Meetings without prior approval of the Parish Council”.

6/12. Antisocial Behaviour Barrow Wake and Birdlip Village receive report from Clerk and Councillor Judd

The Clerk Reported;

Councillor Judd had engaged a multi agency working group to tackle the ongoing problems with anti-social behaviour at Barrow Wake and surrounding areas. This has been named Operation Hilltop.

After weeks of planning a Police intensification day was held on 25th May. This saw a considerable presence of Police officers, police vehicles, the mounted section and Gloucestershire Constabulary information trailer placed in the village and around Barrow Wake woods and car park. There are further intensification days planned in the future. One officer reported they had been approached by a rather unhappy member of the public who openly admitted that he was not happy with their presence as this had stopped him partaking in the anti-social behaviour he had visited the area for!

It was good to see the police presence having such a positive effect on the area, this was evidenced by the number of vehicles arriving and immediately turning and leaving.

After many discussions with the Police, Gloucestershire Highways and Gloucestershire Wildlife Trust, it was agreed that the provision of Cameras in the area should not only help with the antisocial behaviour but also with the current spate of fly tipping. Quotes have been sought by Gloucestershire constabulary for the siting of these CCTV cameras in and around Barrow Wake. A trial of these cameras will start soon and would hopefully continue into the holiday period, where, with more intensification days, police information points, engagement vehicles and bike marking events, will hopefully start to bring back Barrow Wake as a peaceful and well used (for the right reasons) area.

Signs warning of the consequences of partaking in anti social behaviour of a sexual nature have also been put up in and around Barrow Wake which were, over the next 48 hours, removed by visitors!! These have been and will continue to be replaced by the Police. Fly Tipping signs have also been sited in the area by CDC and on the chicane close to the school.

The Police are also increasing patrols in Birdlip Village in the effort to stop any displacement of the anti social behaviour. Regular daytime and nightly patrols have been scheduled. It has been suggested that anti social behaviour signs be sited in and around the school and village hall car park. The Clerk has asked that the Parish Council be consulted regarding any signs being sited within the village and that the Village Hall and School are also given the opportunity to comment if this is to be taken further.

It was agreed that the Clerk write to the working group to thank them for all their efforts and achievements in tackling the problems at Barrow Wake. The Parish Council has no objections to the cameras being installed in and around Barrow wake area. They do however, wish to express genuine reservations regarding signs of this sensitive nature being displayed near Birdlip school. Finally, a more suitable location within the village would be sort for the fly tipping signage.

6/13. To Note Future meeting dates for the Parish Council 2023-2024 noted

6/14. Finance

I. Budget 2023-2024

The Council **Approved** the budget.

II. To agree registration with Information Commissioner Office annual charge £40.

The Council **Agreed** registration and **Approved** payment for £40 annual charge.

III. Issue cheque for Councillor Training GAPTC £150.00

The Council **Approved** payment to GAPTC.

IV. Issue Cheque to Curtis Web Design (Birdlip PC Website build, Annual web maintenance, hosting) £290.00

The Council **Approved** payment to Curtis Web Design.

6/15. Items for the next agenda including requests from the public Co-option to the Parish Council, Winter Maintenance, Noticeboards, Adoption of Data Protection Policy

6/16. Closed Session To resolve to close the meeting to members of the public, pursuant to the Public Bodies (Admission to Meetings) Act 1960, to discuss the following agenda item.

Appointment of Parish Clerk Agree Hours, Pay scale, Home Office Allowance.

Elaine Lavington was appointed as Parish Clerk and Responsible Financial Officer for 5 hours per week at SCP NALC Scale 18 plus monthly home office allowance. A contract of employment will be issued.

6/17. Date of next meeting Wednesday 19th July 2023 at St Mary's Church, Birdlip

The Chairman thanked those in attendance and closed the meeting at 20.34

Signed.....

Date.....