

# SOUTHROP PARISH COUNCIL

## MINUTES OF THE PARISH COUNCIL MEETING HELD ON THURSDAY 19<sup>TH</sup> SEPTEMBER 2024

**Present:** Cllr Guest Cllr P Brickley Cllr C Brickley  
Cllr Jones Cllr Giles

**In attendance:** Vanessa Lawrence (Clerk), District Cllr Fowles (Part)

**048 24/25 Apologies for absence**  
None received – all present

**049 24/25 Declarations of Interest in Items on the Agenda**  
None received

**050 24/25 To approve the Minutes of the Parish Council meeting held on 18<sup>th</sup> July 2024**  
It was **RESOLVED** to approve the Minutes of the Parish Council meeting held on the 18<sup>th</sup> July 2024 as a true and accurate record of the proceedings. Proposed Cllr P Brickley, seconded Cllr Jones – all in favour.

**051 24/25 To agree to adjourn the meeting for Public Participation, if members of the public are present - there is a 10 minute time limit**  
N/A

**052 24/25 To agree to reconvene the meeting following Public Participation, if applicable.**  
N/A

**053 24/25 Clerks Report**  
The Clerk reported that notification has been received regarding accessibility requirement for the website. Having contacted the website provider this can be done for a cost of £260. As this information was received after the Agenda had been prepared the Clerk needed to know if Cllrs were happy for this to be arranged, this to be formally approved at the next meeting. Cllr considered this and agreed that this should be done.

**ACTION: Clerk to add this item to the Agenda for the next meeting for formal approval, and to contact the website provider to advise.**

**054 24/25 Chairman's announcements**  
Cllr Guest reported that Malcolm Higgins has undertaken some work to various footpaths. This includes:-

- Two stiles have been replaced with gates today and that work is complete.
- The bridge partly installed last week will be completed next week when all the required materials are available. They aim to extend the bridge and put ramps at either end. The team will be on site next Thursday.
- Overhanging branches have been removed.

- They have been asked to remove the V-shaped ends of the footbridge alongside the river to make it easier to use. The landowner has been asked for permission.
- They have been asked to install a handrail and possibly some steps at the end of the footpath alongside the river where the path reaches the road. Permission is required from the landowner to carry out the work. **POST- MEETING NOTE:** Permission from the landowner to carry out these works has now been received.

**055 24/25 To receive report from District/County Councillor**

The District Cllrs report had been circulated prior to the meeting and will be added as an appendix. In the absence of the District Cllr it was agreed to take this item at the end of the meeting to allow time for the District Councillor to arrive.

**FINANCE**

**056 24/25 To approve retrospectively, any payments made since the last meeting and to approve payments to be made in September (£848.77).**

The Clerk reported that another payment needed to be added to the list bringing the total up to £872.77. This is for hall hire for the July meeting of £24.00. It was **RESOLVED** to approve the payments. Proposed Cllr Jones, seconded Cllr P Brickley – all in favour.

<b>ACTION: Clerk to pay bills</b>
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**057 24/25 To consider and agree cashbook & reconciliation figures at 31<sup>st</sup> August 2024**

It was **RESOLVED** to agree cashbook & reconciliation figures at 31<sup>st</sup> August 2024. Proposed Cllr Guest, seconded Cllr C Brickley – all in favour

**058 24/25 To receive receipts & payments information against budget at 31<sup>st</sup> August 2024.**

The receipts and payments information against budget at 31<sup>st</sup> August 2024 was received with no comment. The Clerk confirmed that the amounts tally with the reconciliation figures.

**059 24/25 To consider and agree the amount to transfer to new savings account.**

This matter had been discussed at previous meetings, but no formal agreement of the exact amount to be transferred to the new savings account had been agreed. Following discussion it was **RESOLVED** to transfer £18k to the new savings account. Proposed Cllr P Brickley, seconded Cllr Giles – all in favour

<b>ACTION: Clerk to arrange transfer of funds to the new Nat. West Savings Account.</b>
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**District Councillor Fowles arrived.**

**055 24/25 To receive report from District/County Councillor**

Cllr Fowles updated his report with further information as follows:-

- Missing Link – Gloucester – Work is progressing well and it looks like work will be completed ahead of time.
- Visits are being arranged and SPC Cllrs were asked if they would like to visit the site. Cllr Guest was interested in this and Cllr Fowles said that he would arrange this.

- Planning – Losing officers – A new interim head of planning has been appointed (Richard McEllistrom).
- Housing requirements:-
  - o 100 amendments to be made to the NPPF
  - o 1.5 million new houses required across the UK
  - o Huge pressure on Moreton in Marsh for further development
  - o Pressure generally on key settlements
  - o This may be revisited in upgraded Local Plan
  - o Rules relaxed for PV panels in conservation areas

Cllr Guest had some questions:-

- Housing Needs survey – Cllr Guest confirmed that SPC was not interested in this and asked for advice from Cllr Fowles. Cllr Fowles confirmed that if SPC are not interested they should inform Tim Gwilliam accordingly.
- Cllr Guest wanted to know more about Crowd Funding in relation to the Village Hall. However Cllrs felt that the Village Hall Committee were already aware of this. It was agreed to check with the Village Hall and if they were not aware of this information should be passed to them for any fund raising needs.

Cllr Jones asked if Cllr Fowles could shed some light on why CDC would not allow SPC to lease some land which is currently on offer, to be sub-let for allotments. Cllr Fowles said that he would make enquiries.

## **PLANNING**

### **060 24/25 To receive Decision notices:-**

**24/01890/TCNR:** 2 x Leylandii trees. A side reduction where is in close proximity to, and overhanging a neighbouring property boundary. Reduction to be sympathetic to conifer aspect of the tree, ie. not reducing hard into the internal brown aspect of conifer trees, to thus ensure regeneration of foliage in crown. (side reduction approx 1-2m from current lateral spread) Height reduction of said trees of approximately 2.4m, back to previous height reduction pruning points at Tanglewood The Farriers Southrop Lechlade Gloucestershire GL7 3RL. **NO OBJECTION**

**24/01298/FUL:** Erection of front boundary wall and gates at 1 Folly View Quarry View Southrop Lechlade Gloucestershire GL7 3PG – **PERMITTED**

**24/01299/FUL:** Erection of front boundary wall and gates at 2 Folly View Quarry View Southrop Lechlade Gloucestershire GL7 3PG – **APPLICATION WITHDRAWN**

**24/01773/FUL:** Proposed flat roof side extension at Doyles Cottage Southrop Lechlade Gloucestershire GL7 3NU – **APPLICATION WITHDRAWN**

### **061 24/25 New Planning Applications**

**24/02124/LBC:** Internal alterations to 2 x semi-detached cottages to form a single dwelling including re-opening previously blocked connections and the formation of new connections at Keble Cottage Southrop Lechlade Gloucestershire GL7 3NU – **Pending consideration – NO OBJECTION FROM SPC**

**24/02123/FUL:** Internal alterations to 2 x semi-detached cottages to form a single dwelling including re-opening previously blocked connections and the formation of new connections at Keble Cottage Southrop Lechlade Gloucestershire GL7 3NU – **Pending consideration – NO OBJECTION FROM SPC**

## **OTHER MATTERS**

### **062 24/25 To receive Speed Camera update**

Improvements have been seen since the May installation. We were getting 40 to 50 speed violations a day, and now 25-35 a day. The average speeder violation has dropped from 30plus to 27mph. The

Police continue to send speeders letters, at 100% of our reporting to them. The SPC has contacted van owners with their speeds/reg plates etc at a rate of 3 van owners a week. RAF Brize Norton have visited the village, and consequently have an anti speeding campaign underway featuring Southrop.

The second camera, its Pole and village speed camera signs have been bought, awaiting Highways to install by end of year. The second camera will look at traffic travelling West.

**063 24/25 To receive Highways update**

A complaint has been made about the recent repairs to the footpath beside the school. Being investigated.

The drainage from The Farriers to The Swan, will be maintained by Highways after our intervention. Hitherto its been unowned.

Other matters by year end [weather permitting].

- Tilt up corner will have road lettering added and road signs erected in an effort to slow traffic on a dangerous corner. A slow sign will be painted on the road near Jubilee field.
- The deep hole at the Mill turning circle will be filled in.
- The Bee Furlong junction will have improved signage and drainage.
- The SPC has suspended its work for white gates either side of the road to delineate the village for drivers to slow down, given we're improving the verge cutting schedule instead.
- H markings will be painted on the road passed the School, so that vehicles can pull over when confronted with an oncoming vehicle, rather than speed up. Highways to decide where.
- Lechlade road will be resurfaced given its poor condition.

Highways do not agree the footpath needs renewal between Tubbs cottage and Newmans House. We will continue to monitor the condition.

**064 24/25 To consider and agree SLA for Grasscutting Contract for 2024-25 – 4 cuts @ £1400 per annum.**

The current arrangement needs improving. The SPC has contracted to lengthen the cutting footprint beyond the village boundaries so that signage is easier to see, widen the verge cut so pedestrians can more safely step off the road, include hedges that foul the road and do this 3 times a year. This may also serve to reduce traffic speed since the village will be better delineated. This will mean the cost will rise to £1050 pounds a year. The local footpath warden will advise landowners of their duty to maintain footpaths on their land.

**065 24/25 To receive Flood Warden update**

Cllr C Brickley reported as follows:-

- With regard to the watercourse which runs alongside the 'S' bends on the eastern edge of the village, Cllr C Brickley has contacted the land manager for Hodgetts Farm Consortium who have riparian responsibility for it. There is Himalayan balsam and other weed on the verges and within the stream itself, which is now completely overgrown. There has been little done about this by the landowner for several years, apart from an apparent application of weedkiller earlier this year which is ill-advised (and illegal) so near to a watercourse. To date, there has been no response. Cllr C Brickley is seeking advice from FWAG and also considering asking the EA for guidance.
- Attenuation Pond, Eastleach Road – Following previous correspondence with GCC Highways regarding this matter, no further

updates have been received. Cllr C Brickley to contact Highways again to establish if any progress is being made regarding this matter as a survey is required.

**066 24/25 Anything the Chair considers urgent.**

Cllr C Brickley reported that she and Cllr Jones had been working on updated the Community Emergency Plan. Three things are required:-

- Identify the potential risk
- Identify local resources, human and physical
- How to activate i.e. lines of communication.

She has been in contact with local farmers, Thyme and the Village Hall and has received positive feedback with confirmation of help with refuge locations, equipment and vehicles that could be used in the event of an emergency. She has also been advised that a newly serviced fire hydrant, on the Bradborough Road would be usable with a 5 mile radius. Cllr Jones – reported that he is preparing a spreadsheet which needs to be populated. Further advice is required from GRCC.

**067 24/25 Date of next meeting 21<sup>st</sup> November 2024**

**There being no further business the meeting closed at 6.30pm**

**Chairman.....**

**.....2024**

**APPENDIX  
COLN VALLEY WARD  
DISTRICT CLLRS REPORT**

**SEPTEMBER 2024**

Cllr David Fowles Coln Valley Ward District Council  
[david.fowles@cotswold.gov.uk](mailto:david.fowles@cotswold.gov.uk)  
07747 012256

[Recent Committee Meetings](#) (underlined texts are linked to calendars of meetings with Agendas including Report Packs & Webcasts).

Wed 9 August	2pm	<a href="#">Planning and Licensing Committee</a>
Thurs 22 August	2pm	<a href="#">Licensing Sub-Committee (Taxis, Private Hire)</a>

There was no Cabinet nor Full Council meeting in August.

**CABINET DECISIONS**

There was no cabinet meeting in August.

## WASTE COLLECTIONS

- [CHECK YOUR BIN DAY](#)
- [REPORT A MISSED COLLECTION](#)

Waste collection routes and days changed from 24 June, for great efficiency. Many villages and properties have been regularly missed out, sometimes for weeks. Green bin collection misses are particularly irksome because they are paid for as an extra cost.

So please continue to notify me if your collections are not being carried out according to your schedule. It would be very helpful to have good information about missed collections, such as:

- The address of the property (ies) including postcode (this would only be used to feed back to Ubico, it will NOT be used for other data collection)
- The date of the expected waste collection. This link is to waste services on the CDC website with the revised calendar and reporting tool: <https://www.cotswold.gov.uk/bins-and-recycling/>
- The type of waste which has not been collected
- Details of how the report was made - i.e. portal, email or phone.

## UNSUNG HEROES AWARD

The Unsung Heroes Awards is to acknowledge all the work being done across the district by volunteers who give up their time to help others.

Residents and businesses have nominated people in their communities who they think have made a difference, from individuals who give up their time to help neighbours, to members of local groups who volunteer to deliver local projects.

The first round of winners will be announced at the next Full Council meeting on 25 September. This will be a rolling award scheme with winners announced at every Full Council meeting going forward. You can nominate your Unsung Hero here: [www.cotswold.gov.uk/unsungheroes](http://www.cotswold.gov.uk/unsungheroes)

## WOULD YOU LIKE TO ASK A QUESTION TO THE COUNCIL?

A parish councillor recently asked for guidance on asking a question at a full Council Meeting, and I found that guidance for doing so on the Council website is lacking.

Firstly, inform democratic services [democratic@cotswold.gov.uk](mailto:democratic@cotswold.gov.uk) that you intend to ask a question at full council, it helps them as the Chair will be notified. You do not have to disclose your question if you don't want to and you have one minute to pose it.

The general advice is that you keep your question tight and precise in order to get a good answer. After your question has been answered/addressed, you are allowed to ask one follow up question.

At the meeting, the Chairman will ask whether any members of the public present at the meeting wish to ask a question and he/she will decide on the order.

This is relevant guidance from the [Council's constitution](#):

## 10.1 Open forum questions at Council, Cabinet and Committees

- Members of the public may ask up to two oral spoken questions at Ordinary Meetings of the Council, Cabinet and Committees. A maximum period of fifteen minutes shall be allowed at any such meeting for open forum questions. Prior notice of oral questions is not required. The time limit for an oral question is one minute.
- The Chair will decide on the order of questioners at the meeting.
- Questions must relate to any matters in connection with which the Council, its Committees or the Cabinet, has powers or duties, or which affects the economic, social or environmental well-being of the District.
- Questions must be addressed to a Cabinet Member or the Chair of Council or a Committee or Sub-Committee. If the person asking the question does not identify the Member they wish to put the question to, the Chair will decide which Member should respond, having regard to the subject matter of the question.
- An answer to an oral question may take the form of:

a) a direct oral answer;

b) where the desired information is in a publication of the Council or other published work, a reference to that publication; or

c) where the reply cannot conveniently be given orally, a written answer circulated within 10 working days of the date of the meeting to the questioner. The a written response will be included in the minutes of the meeting.

If the Chair believes, at any time, that the questioner misconducts themselves by behaving irregularly, improperly or offensively or by wilfully obstructing the business of the Council, the Chair may move that the questions may not be further heard.

No discussion will take place on any question, but any Member may move that a matter raised by a question be referred to Council, Cabinet or the appropriate Committee or Sub-Committee. Once seconded, such a motion will be voted on without discussion”.

Public questions from the public are held near the beginning of the meeting within the open forum question and answer session of fifteen minutes in total. Questions from each member of the public should be no longer than one minute each and relate to issues under the Council’s remit. At any one meeting no person may submit more than two questions and no more than two such questions may be asked on behalf of one organisation.

### A417 MISSING LINK PROJECT UPDATE

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Preparation for the Stockwell Farm bridge, dry-stone walling continues at Stockwell and Cowley, and work is also progressing at the Gloucestershire Way Crossing location, following recent concrete pours for the central piers.

Over 40,000 vertical drains, some up to 20 metres into the ground, are being installed at Crickley Hill and Shab Valley. The drains will give residual water beneath the surface a way out. By allowing it to escape which will reduce the settlement period for earthworks

from around 2-3 years to only 3-4 months, which significantly shortens the programme of construction.

Vertical drains are traditionally used in flat areas of already free draining material such as sand or gravel. On this scheme, however, the drains are being installed on the hillside, so a series of small platforms which step up the 10% incline at Crickley Hill have been installed, developed specifically for this project due to its unique topography.

Since these works began in June this year, the team has installed over 8,000 drains, which is around 550 a day and expected to be finished in December.

Upcoming roadworks

Overnight closures on the A436 eastbound

From Monday 2 September the A436 eastbound from the Air Balloon Roundabout to Crickley Hill will be closed between 9pm and 6am for 14 nights, including weekends. This is for drainage work for the changes at Leckhampton Hill.

Phases one and two now complete at Leckhampton Hill. The final phase of work is taking place between Tuesday 27 August and Sunday 22 September. Access to Crickley Hill via Leckhampton Road leading into Leckhampton Hill. The Crickley Hill entrance will be on the right-hand side, at the top of Leckhampton Hill. National Star College and Cotswold Hills Golf Club remain open as usual – please follow signs for access.

Please plan ahead and follow signed diversion routes during the closures

### **A417/A419 essential maintenance**

Separate from the Missing Link scheme, maintenance is taking place to the A417 and A419. This work is essential to keep the concrete carriageway safe and reliable for drivers. This work will be carried out in phases during weekends to minimise disruption.

There will be full weekend closures, from 8pm on Friday until 6am on Monday, on the following:

- Friday 30 August to Monday 2 September: A417 northbound closed between Burford Road Interchange and Quarry Interchange
- Friday 6 September to Monday 9 September: A419 northbound closure between Spine Road junction and Burford Road Interchange
- Friday 13 September to Monday 16 September: A419 southbound closed between Burford Road Interchange and Spine Road junction
- Friday 20 September to Monday 23 September: A419 southbound closed between Spine Road junction and Lady Lane junction.
- Friday 27 September to Monday 30 September: A419 closed between Turnpike junction and Spine Road junction

All roadworks and planned road closures on motorways and major A roads, including the A417, are published on the Traffic England website: [www.trafficengland.com](http://www.trafficengland.com).

Road Closure Reports, which includes a seven day look ahead of planned road closures, are updated twice daily, Monday to Friday except for bank holidays: [www.nationalhighways.co.uk/travel-updates/road-closure-report/](http://www.nationalhighways.co.uk/travel-updates/road-closure-report/).

To find the latest information about local road closures, please visit:

<https://www.gloucestershire.gov.uk/highways/roads/roadworks/>.

Webpage: [www.nationalhighways.co.uk/a417-missing-link/](http://www.nationalhighways.co.uk/a417-missing-link/)

Email: A417MissingLink@nationalhighways.co.uk

Phone: 0300 123 5000

X: @HighwaysSWEST

Facebook: @HighwaysSWEST

## PLANNING

Just a reminder to Parish Councillors to keep an eye on new planning applications. It is important to notify the planning officer within 28 days if it is felt that there are strong material planning considerations why an application should be brought before the committee. Please contact me with the details, I will speak to the planning officer and then I need to submit a pro forma indicating your concerns. This is quite different to how it was before April this year, when we all had the benefit of the consultee responses and the officer's report.

## COTSWOLD CROWDFUND

Cotswold District Council has launched the Autumn funding round of its crowdfunding initiative. From cycle hubs to cricket clubs, playgrounds to street murals, if you have an idea for a project, you can make it happen with Crowdfund Cotswold.

Residents know best what is needed in their neighbourhoods, and have the skills and creativity to shape their local area and the future they want. Crowdfund Cotswold provides a springboard for locally-led ideas to attract funding more easily. Since its launch in 2021, Crowdfund Cotswold has supported local projects worth over £1 million. And now you can pitch for up to £10,000 from the Council to help fund your local community project.

The deadline for the current round of funding for the scheme is fast approaching on 16 October.

If you have ideas about a project in your community or want to learn more about the Crowdfund Cotswold initiative ahead of the funding deadline you can sign up to the Council's workshop.

The Project Creator workshop will be held online on Tuesday 17th September at 4pm. To sign up for the workshop see the Spacehive webpage.

<https://www.spacehive.com/movement/crowdfundcotswold/>

If you have any questions about the Project Creator Workshop event or accessibility requirements, please email [support@spacehive.com](mailto:support@spacehive.com)

People and organisations can pledge as little as £2 towards a project. To view all the active projects in the Cotswolds, please visit the Crowdfund Cotswold project page: Explore Projects ([spacehive.com](http://spacehive.com))

[Forthcoming Committee Meetings](#) (underlined texts are linked)

Mon 2 September	4pm	<a href="#"><u>Overview &amp; Scrutiny Committee</u></a>
Thurs 5 September	6pm	<a href="#"><u>Cabinet</u></a>
Wed 11 September	2pm	<a href="#"><u>Planning &amp; Licensing</u></a>
Wed 25 September	2pm	<a href="#"><u>Council</u></a>
Thurs 26 September	2pm	<a href="#"><u>Licensing Sub-Committee (Taxis, Private Hire</u></a>