

TEMPLE GUITING PARISH COUNCIL

Clerk's report for September meeting

1. Information for the meeting on 4th September 2024

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Agenda item 9 (e) - Neighbourhood Development Planning (NDP)

Recent changes to planning guidelines (the NPPF) have retained Neighbourhood Development Plans. NDPs have legal status and must be consulted by the local planning authority when any developments are being considered in the area which has an NDP. Other changes to the NPPF are in the consultation phase. An NDP could offer protection from the main issues currently facing the parish and any changes proposed by local land owners:

- housing (and other) development on a number of sites which are currently protected under NPPF regulations
- changes in NPPF regulations which could affect the parish (not yet available).
- further extensions to quarrying e.g. re-opening of quarries currently closed/ enlargement of other quarries.
- increased shooting

A Neighbourhood Development Plan could provide some protection for the parish, once approved by the residents and CDC. A working party, with clearly defined terms of reference, would carry out the work without involving the full council in every decision but would be expected to report to each full council meeting. The Working Party should aim to include residents who are not on the PC but who have an interest and/or expertise in an aspect (such as planning, housing, environment, strong community links etc) which would contribute to the success of the Working Party.

GRCC and other organisations such as Locality can provide templates and advice on each stage of the Plan as well as help with applying for grants.

Current advice from GRCC is that the project could be simplified by focusing on just one or two elements e.g. Housing, the village hall. The project would also have a head start in that the '[Looking to the future](#)' document produced by Cllr Krier provides a good starting point. The working party would need to define the scope of the plan. Another action which the working party would need to carry out at the start of the project is a consultation with residents. This would establish residents' concerns and set the direction which the working party should take.

There is a great deal of support available from a number of sources. For example, this is the [CPRE guide](#) - it has lots of further resources at the end including online training. Cllr Morrissey has attended a briefing session held by GAPTC (see report at agenda item 8). Cllr Mather has registered for the CPRE online training with planning expert and Trustee David Crofts on Tuesday 1st and Tuesday 8th October 2024. This also includes an update on the latest developments in planning regs.

This is the .gov.uk page about Neighbourhood Planning: [Make a neighbourhood plan](#) which covers every single aspect of a plan, many of which are not relevant to Temple Guiting parish.

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Draft resident survey re village hall and rec field for review

About Temple Guiting Village Hall

Do you visit the village hall?

- never
- once or twice a year
- every quarter
- every month
- every week
- more frequently

What do you do at the village hall?

- take a class
- attend village social events
- attend a meeting
- Other (please list)

.....

Do you think it is important for Temple Guiting to have a village hall?

- very
- slightly
- not important at all

Comments:

.....

How do you think the hall contributes to the local community?

.....

What do you think would help it to make a greater contribution to the area?

.....

What other activities would you like to see at the village hall?

- fitness classes such as pilates, yoga, HIIT
- art classes

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- entertainment (please expand).....
- a bar
- a café
- a wifi hub
- a visiting library
- a work space
- a gallery
- Other

The hall needs major improvement work and the Parish Council is currently searching for grants, loans and other forms of contribution.

Would you be prepared to make a donation to make improvements possible? Y/N

Would you be prepared to help make those improvements? Y/N

Would you be prepared to help out at events/classes/café/bar? Y/N

How often could you help out?

- 2 – 3 hours per week
- one day a week
- several days a week?
- Other

About Temple Guiting Recreation Field

Do you visit the recreation field?

- never
- once or twice a year
- every quarter
- every month
- every week
- more frequently

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What do you do at the recreation field?

- drop off/collect my child from school
- watch my child playing on the field
- watch my child play in the playground
- walk my dog
- park and go for a walk
- park to attend church
- park to take part in a shoot
- Other

.....

What else would you like to see the field used for?

- park run
- festivals
- dog training
- sports such as
- Other

.....

About housing in the parish of Temple Guiting (please see map for parish boundaries)

The parish has a number of villages and some outlying properties. Please let us know which village/area you live in:

Barton	
Bemborough	
Farmcote	
Ford	
Jackdaw's Castle	
Kineton	
Pinnock	
Trafalgar	
Temple Guiting	

Would you agree or disagree with the following statements about housing in the parish:

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	Agree	Disagree
There are enough houses. I do not want to see more houses built in the parish.		
The Parish could make space for a few (up to 10) new houses.		
The Parish should grow by 20 – 50 houses.		
The Parish should grow by as many houses as possible.		

If you agree that new houses should be built in the parish, please say where would you prefer them to be located:

.....

.....

.....

Do you agree or disagree with the following statements about housing in the parish:

	Agree	Disagree
I would like some affordable houses to be built in the parish		
If you agree with the above, how many houses do you think would be right?		
5 – 10		
11 - 20		
More than 20		

Would you like to see small business units in the parish? Y/N

About quarrying in the North Cotswolds

Are you aware of the local quarries and their activities? Y?N

Are you aware of the quarry traffic servicing the 7 local quarries? Y/N

Would you be in favour of more quarries in the area? Y/N

Comments

About shooting

Are you aware of the number of shoots (both game and clay) in the area? Y/N

Do you think there are:

Too many shoots

Not enough shoots

Have you ever been affected by shooting in the parish? Y/N

If yes, please provide comment.....

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Agenda item 10 – Highways Work list

Latest update on Highways actions dated 29th July 2024

Colours show additions from Rhodri, Tim and TGPC to Bob Skillern’s initial requests. Purple is the Clerk’s response.

		Action
1.	<p>Barton Bridge The 'additional signage' request response was February 2023.- I am not sure of the detail of this request but assume it refers to a sign giving some protection to the bridge parapet on the offside as you approach the bridge from the Guiting direction. If so then a small Chevron would be the most suitable option. There is one but it's overgrown. I'll need to get someone to cut greenery back. Tim will add this to the community gang list of work. If you could provide a what3words location so I know where to raise a ticket for to action. W3W is widest.registers.prouder. Yes, it is the location you describe and yes, there is a slightly overgrown chevron, but it might also help people to avoid crashing into the bridge if there was a single chevron at the base of the bridge wall or something similar.</p>	Gang to action.
	<p>Barton house bollards. Vergemaster bollards for the northwestern approach to Barton bridge – The existing cones were placed some time ago after complaints from the residents of Barton House, that the verge, their gate and driveway were being damaged by HGV traffic, so they were not placed as a road safety concern. However, if the Parish feel Bollards would be a better option, we can certainly arrange for some to be installed. Obviously if the Parish were willing to contribute to the funding that would be greatly appreciated and would expedite the work. yes the PC would prefer bollards to cones. The Vergemaster bollards were recommended - priced around £33 each - and the PC would certainly consider a donation. Would you let me know what the PC should do next to have these installed.</p>	?
2.	<p>'Unsuitable for motors' sign on Mill Lane – Rhodri will arrange for installation of this sign as requested. Not on Rhodri's recent update but we will send a reminder. Rhodri/Tim can you please action this. I visited site with Rhodri, driving the length of Mill Lane to Critchford Lane, there were "Not Suitable for Motor Vehicles" at each entrance, albeit some vegetation from the adjacent landowner from the Temple Guiting junction. If you could advise via a what3words location where these signs are missing/required, then we can action further. W3W is hasten.snippet.parkland. it's at the end of Sheep Barn Lane, where it meets Mill Lane. Sheep Barn Lane meets Critchford Lane near Kineton.</p>	Rhodri/Tim to action.
3.	<p>Blocked culverts (west side) from Barton bridge towards Gyting Broc – Tim to investigate and arrange for jetting. Thank you. – I have raised a job for the community gang to rod these first, before jetting.</p>	Gang to action.
4.	<p>Failure of drain and grippes at start of Mill Lane (New Barn Farm) – Grip cleaning is undertaken manually once a year; however, the Community gang are available to undertake hand clearance if any site requires attention and flooding is causing a hazard. Is 08000 514 514 the best way to contact the community gang? No if you speak directly to Rhodri or Tim they can coordinate any work you have with the community gang. – If you could send across some locations then I can get these raised for the community gang. W3w is ideas.uncle.hits. This</p>	Gang to action.

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	area floods regularly presumably because debris flows down the hill in heavy rain.	
5.	Replacement road signs (promised at last three meetings) 30mph by New Barn Farm and 'Road Narrows for half a mile' at Colman. - Rhodri to arrange for installation of signs as requested. 30 mph done, thank you! 'Road narrows' not on Rhodri's update. Rhodri/Tim can you please action this. – 30mph sign erected, I visited the “Road Narrows” sign and will check if we have one in store and look to get this replaced. Thanks!	Tim to action.
6.	Double white lines in Ford - This has been added to our bulk lining programme, so although I don't have an exact date, it will be undertaken during the clement weather of Summer and early Autumn.	Due to be actioned soon.
	Note: The gang actions works in date order. The gang operates at 3 weekly intervals.	
	VAS post in Ford GCC Highways installer must be used. Rhodri has agreed the location. GCC Highway does not have approved installers. Their main contractor can provide names of installers. Contacted but Bob Skillern has agreed that GCC will install the post.	Rhodri to action.
	Could Ford have phased signage? – Any change to a speed restriction requires a Traffic Regulation order(TRO) and support of the Police as enforcing Authority. The Cost of a typical speed related TRO is in the region of £10K - £15k so it is not something we would automatically undertake, and it would have to go through our priority assessment process. If you do wish to progress this idea, then an initial meeting should be held to discuss details and funding sources.	?
	Deteriorating/poorly patched road surface from Fiddlers Green towards TG - Rhodri to assess and add to future patch/surfacing programme.	Actioned.
	State of road (potholes/ deteriorating surface): Three Gates towards Farmcote and Lynes Barn - Rhodri to assess and add to future patch/surfacing programme.	On list.
	Blocked culverts (west side) from Barton bridge towards Gyting Broc – Tim to investigate and arrange for jetting.	Tim to action.
	Blocked drains on TG causeway – I understand these were recently cleaned , but please let me know if it is still a problem. Thank you for suggesting that we should contact you if some activities such as drain clearing need further work. It seems that the blocked drains on TG Causeway - item 12 - were cleared but are blocked again. Please would you arrange for a repeat clearance. Perhaps Highways could also suggest some sort of preventative action to keep the drains clear. Is there something residents can do?	?
	Failure of drain and grippes at start of Mill Lane (New Barn Farm) and opposite Hyde Farm. Grip cleaning is undertaken manually once a year; however, the Community gang are available to undertake hand clearance if any site requires attention and flooding is causing a hazard. Community gang is Tim and Rhodri as contacts.	Community gang to clear.
	How to prevent parking on mown verges by pub in Kineton – We certainly do not authorise the installation of rocks on the Highway verge as these are considered a safety hazard. Anything installed should be frangible and not regarded as a traffic hazard. There are some suitable products on the market e.g. Edgeliner™ Bollard - Glasdon UK	?

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Agenda item 11 - Reconciliation

Temple Guiting Parish Council

Bank Reconciliation

Period 1 April 2024 to 28 August 2024

Current account 02503759

Balance at 28 August 2024 8531.93

Deposit account 07859616

Balance at 28 August 2024 5360.23

Less outstanding cheques 0

Reconciled balance 13892.16

Cashbook summary

Opening balance 1 April 2024 11338.35

Add receipts to date 10428.34

Less payments to date 7874.53

Cashbook balance 13892.16

Signed:

Chairman

Clerk & RFO

4th September 2024

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Matters arising from the previous meeting

Proposal to clarify standing orders where a meeting relates to a planning application following Ward's Piece application.

Ref Item 10 in the minutes for July's meeting, the clerk contacted GAPTC to check whether this was a matter for CDC or GAPTC. As it did not appear to be a disciplinary matter, GAPTC responded as per two notes below:

1. "If the Code of Conduct has been approved, then the PC must follow the Code" and

Based on the information provided, now I have a better understanding of the issue, and context, it seems you are dealing with a situation where there is some confusion regarding the application of the Standing Orders, particularly clauses 13(b) and 13(c), in the context of planning meetings. Here is an analysis of the situation and some advice on how to proceed:

Analysis of Clauses

- * Clause 13(b): This clause mandates that any Councillor or non-Councillor with voting rights must withdraw from a meeting when a matter in which they have a disclosable pecuniary interest is being considered, unless they have been granted a dispensation.
- * Clause 13(c): This clause specifies that for planning applications, if there is a personal interest, the individual can make a statement to the Parish Council but must leave the meeting during discussions.

Potential Conflict

The apparent conflict arises because:

- * Clause 13(b) implies complete withdrawal during discussions of any matter where there is a disclosable pecuniary interest.
- * Clause 13(c) seems to allow for a personal interest to be declared, a statement made, and then the individual must leave, without specifying the type of interest (pecuniary or non-pecuniary).

Your Application of Clauses

Your approach, which was to allow the Councillor to deliver a statement but not to attend during the discussion, seems to align both clauses reasonably. You treated the personal interest in planning applications as a subset of pecuniary interest, ensuring transparency and compliance with the broader intent of the Standing Orders.

The Role of CDC (Cotswold District Council)

CDC generally handles issues of discipline and failure to abide by the Code of Conduct, rather than specific procedural interpretations of Parish Council Standing Orders.

- * Update the Councillor and Council: Once fully considered, I would encourage a Summary report for the September meeting outlining the findings and any recommended actions. This will demonstrate due diligence and ensure that all Councillors are informed of the correct procedures

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moving forward.

By following these steps, you can hopefully address the current confusion, ensure future compliance with the Code of Conduct, and maintain transparency in Council proceedings.

As a result the following changes to the standing orders are proposed:

CODE OF CONDUCT AND DISPENSATIONS

See also Standing Order 3(u).

- a) All Councillors and non-Councillors with voting rights shall observe the code of conduct adopted by the Council.
- b) Unless he has been granted a dispensation, a Councillor or non-Councillor with voting rights shall withdraw from a meeting when it is considering a matter in which he has a disclosable pecuniary interest. He may return to the meeting after it has considered the matter in which he had the interest.
- c) With regard to planning applications, – if there is a personal interest – a statement can be made to the Parish Council meeting but then the person must leave the meeting while discussions take place.

Replace the above section c) with:

c)

With regard to planning applications, – if there is a personal interest – a councillor may not be present when the matter of a planning application in which they have a disclosable pecuniary interest is discussed. However, they may provide the Chairman with a prepared statement to be read for them to read out at the meeting.

~~d) — This suggested change is based on the following notes from – statement can be made to the Parish Council meeting but then the person must leave the meeting while discussions take place. – a councillor may not be present when the matter of a planning application in which they have a disclosable pecuniary interest is discussed. However, they may provide the Chairman with a prepared statement for them to read out at the meeting.~~

The Department for Communities and Local Government '[Openness and Transparency on Personal Interests: A guide for Councillors](#)' (when referring to disclosable pecuniary interests) states:

Where these prohibitions apply, do I also have to leave the room?

*Where your council's or authority's standing orders require this, you must leave the room. **Even where there are no such standing orders, you must leave the room if you consider your continued presence is incompatible with your council's code of conduct or the Seven Principles of Public Life.***

[The Guide](#) also says:

*'Holders of public office must avoid placing themselves under any obligation to people or organisations that might inappropriately influence them in their work. **They should not act***

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or take decisions in order to gain financial or other material benefits for themselves, their family or their friends.'

In the Guide, disclosable pecuniary interests include: '*Any beneficial interest in land which you or your spouse or your civil partner have and which is within the area of your council or authority*'.

Other matters arising:

- * Completed forms to join the NALC Micro Council network for small councils with a precept of under £10,000. The network has been founded to help smaller councils share issues and solutions. The first meeting is in November.
- * Replied to resident enquiries.
- * Further discussions with Royal Mail re re-siting the post box in Ford and land ownership.
- * Provided Cllr Wilkins with submission requesting that the CDC Planning Committee review [24/00066/FUL](#) New Barn Farm.
- * Further discussions with GCC Highways regarding the provision of a new VAS pole in Ford and responsibility for the bollards at Barton. Emails from GCC are not all consistent.