

# NORTHLEACH WITH EASTINGTON TOWN COUNCIL

## MINUTES OF THE TOWN COUNCIL MEETING HELD ON WEDNESDAY, 25th JULY 2012

**PRESENT:** Cllr N Fletcher (Chairman), Cllr Mrs V Hewer, Cllr B Hulcup, Cllr G Stock, Cllr Nick Fisher, Cllr Alan Wellman, Cllr D Turner, Mrs C Crompton (Clerk), 2 members of the public.

Kim Bedford, Chief Officer, GAPTC (Gloucestershire Association of Parish and Town Councils) attended to offer advice to the Council on their role as a Sole managing Trustee, updates on the Localism Bill and fielded other questions.

- Cllr Stock explained KGV Trust is being run by members, what are the limitations, what are our responsibilities, lease with NCL is with the Town Council - is that correct or should it be with the Trust, We want to simplify things and how it operates. Can the trust be made up of non-councillors?
- Kim Bedford thinks it should be taken out with the trustees and need to view legal topic note on website and governing statement. Local council can act as a sole trustee and hold it as a charity. Can appoint nominees as trustees in certain cases but need to view our basis of trusteeship. Look at Charity Commissions website, look up trust and we should be registered and this will help us. Unlike the Parish Council, the Trustee is very different and it works purely to the benefit of the community and any profits made have to be reinvested.
- Cllr Hulcup will look up the Charity website as familiar with it and then liaise with Clerk
- KB - People do trustee work for good reasons but can be financially viable depending on the type of governing document. Who has the freehold of the building? We run the Pavilion but trustees hold the property. The governing document will say whether you can reduce the management group. Trustees can be personally liable so need to check whether it's a Custodial trusteeship or not.
- The council has a dual role - as Council and as Trustees.
- Town Council hold the meetings at the Westwoods – is that appropriate? Yes that is fine and the Charity / trust meeting should also be open to the community.
- Clerk time –how does this work? How much time is apportioned? We are looking at that currently but could do it so that the trust pays the Council for the portion of her time that is spent on Trust business. Or if they want to use clerk's time then it could be the Council's gift to the charity. Perhaps Finance Committee needs to look at what this looks like on-going.
- What is the role of a custodian trustee? KB - The governing document is the key and you may be able to appoint people outside the Council. Once you know the contents of the document then you will know how it affects you.
- New Code Of Conduct (COC) needed at a local level due to Localism Act 2011. The Government will not hand one down as it needs to be local. GAPTC has sent out a lot of documents including examples of CDC's and Forest of Dean's COC this week and recommends councils try to adopt by 1<sup>st</sup> October. Need to sign it, and within 28 days fill out a new register of interests. We can decide how we publish it. We will then need to review our standing orders as some areas will be irrelevant.
- As trustees you have to work for the benefit of the charity and look at how we are running it and make it sustainable. Is the Trust being realistic and charging enough to enable it to be sustainable for the whole community. Is there a clash of interest and if the Town Council has a clash of interests then we need to know that. Who will give dispensation if we have a conflict of interests? The Charity Commission does give a lot of guidance and so can Barbara Pond at GRCC.
- Check position of Nangle Allotments as well as this was left to the NPFA. The allotments are run by a management committee and rent is paid to the Town Council.
- KB summarised. Check out the Trust documents as they will tell you where to start. Any questions please send the governing documents to KB and she can send them on to the relevant people.
- Localism – there are some real issues in terms of government as everyone is fully stretched. There are huge implications with Localism bill as it could cause issues with precept, electronic payments but it also gives scope for huge local opportunities.

Chairman Neil Fletcher thanked Kim Bedford for her time and expertise.

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94/12		<p>Public Question Time (2) - Standing Order 22 refers The Chairman shall have discretion to limit to twenty minutes the time set aside to receive statements from the public, and to limit to three minutes the time available for any one member of the public to deliver their statement.</p> <ul style="list-style-type: none"> <li>• Gerald Green. There was nearly a fatal accident at traffic lights today as the light sequence is out of order. The lights have not been great for the last few years. There seems to have been a change recently with the lights changing and often only 1 car gets across.</li> <li>• Cllr Hulcup met with Highways this week and they explained that if there are a number of cars then they can all go through and the Fosseyway stays on red. We will check again whether there have been any changes recently that could affect this. There are sensors in the road and an infra-red light that senses the traffic.</li> <li>• Clerk to check with Highways whether there has been any changes recently.</li> </ul>	
	<b>Action</b>		
95/12.		<p><b>Apologies and Reasons for Absence</b> Cllr Blades, Cllr Rigby and Cllr Stokes were unable to attend</p>	<b>Verbal</b>
96/12	<b>Resolved</b>	<p><b>Acceptance and Signing of Minutes of the Council Meeting held on 27th June 2012</b> It was resolved to accept and sign the minutes as a true and accurate record of the meeting.</p>	<b>Attached</b>
97/12		<p><b>Declaration of Interests</b> None declared</p>	<b>Verbal</b>
98/12	<p>98.1/12 98.2/12 98.3/12 98.4/12</p>	<p>To Discuss any Matters Arising from the above Minutes not included on the Agenda</p> <ul style="list-style-type: none"> <li>• Clerks Report</li> <li>• Thank You's received from Northleach School and Swimming Pool Association for grants received.</li> <li>• Update on A40 cats eyes. The 2 sites at the Puesdown and Oxford end junctions have been analysed and it has been agreed to remark them more clearly and erect new signage. This should take place in the autumn.</li> <li>• Update on signs. We have now asked another company to quote following the disappointing response from Suffolk signs.</li> </ul>	<p><b>Attached Circulated</b></p> <p style="text-align: center;"><b>Verbal</b></p> <p style="text-align: center;"><b>Verbal</b></p>
99/12		<p><b>County and District Councillors' Reports</b> Cllr Hancock and Cllr McKenzie were not available</p>	<b>Verbal</b>
100/12		<p><b>Police Report</b> Not available due to Olympics and Jubilee</p>	<b>Verbal</b>
101/12		<p><b>Finance</b></p>	
	101.1/12	<p>To note the Draft minutes of the Committee meeting held on 3rd July Draft minutes noted</p>	<b>Attached</b>
	101.2/12	<p>To receive a report from the Chairman of the Finance, Funding and Grants Committee</p> <ul style="list-style-type: none"> <li>• Flood mitigation scheme. Cllr Hewer and the Clerk met with Cllr Hancock and the details of work was described and the</li> </ul>	<b>Attached</b>

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	<b>Resolved Action</b>	<p>request for £3000 from the Town Council to be considered. The total scheme will cost about £80K. Work can commence shortly. Cllr Hewer explained that it is not a great deal of money considering what the Town will gain in terms of a flood mitigation scheme and don't think we will get another opportunity. Currently there are a number of households who cannot get insurance and we could add this onto next year's Precept request.</p> <ul style="list-style-type: none"> <li>• It was unanimously agreed to confirm the Town Council's contribution to the flood mitigation scheme.</li> <li>• Clerk to notify Cllr Hancock and Laurence King at CDC and to add this to Precept planning.</li> <li>• Cllr Hewer advised that £25,000 has been deposited in a high interest account with the Co-op.</li> </ul>	
	<b>101.3/12</b>	<p><b>To Approve Bills for Payment for July 2012</b></p> <ul style="list-style-type: none"> <li>• It was resolved to approve the presented bills for payment.</li> </ul>	<b>To follow</b>
<b>102/12</b>		Planning and Tree Works	
	<b>102.1/12 102.2/12  102.3/12  102.4/12</b>	<p>To Receive a Report from the Chairman of the Planning Committee</p> <ul style="list-style-type: none"> <li>• No objections to current tree works applications</li> <li>• Cllr Stock attended meeting about Wheelwrights and expressed our concerns about the road, drainage and was pleased that CDC had already visited the site. Highways attended the meeting and have agreed verbally to take on and look after road as a Class 5 highway (single way with passing places) road and they recognised the issues with Back Lane and Guggle Lane. A one way system was discussed but this is not practicable. The Guggle right hand bend is dangerous and this needs more focus from Highways. The front gate entrance will not be used as access as it is just for emergency vehicles. The Town Council has previously paid a lot of money to resurface the road and it was imperative that Highways adopt it which they have done. As it's a lane however they cannot put in a pavement as it is not wide enough.</li> <li>• In regards the SL106 agreement the developers are prepared to pay for the bringing the entrance onto the road up to standard.</li> <li>• Surface water will go into 6 tanks on site but the sewage will go into our system.</li> </ul>	<b>Verbal</b>
	<b>102.5/12</b>	<p><b>Plus any other urgent items received since publication of the agenda</b> No other items raised</p>	
<b>103/12</b>		<b>Property and Premises Maintenance Committee</b>	
	<b>103.1/12</b>	<p><b>To Note the Draft Minutes from the Committee Meeting held on 11th June</b> The minutes were noted</p>	<b>Attached</b>
	<b>103.2/12</b>	<p>To Receive a Report from the Chairman of the Property and Premises Maintenance Committee.</p> <ul style="list-style-type: none"> <li>• Cllr Fletcher advised that the Town Council are awaiting quotes on tree maintenance.</li> </ul>	<b>Verbal</b>
<b>104/12</b>		<b>Westwoods Committee</b>	
	<b>104.1/12</b>	<p>To Note the Draft Minutes from the Committee Meeting held on 19th June The minutes were noted</p>	<b>Attached</b>
	<b>104.2/12</b>	<p>To Receive a Report from the Chairman of the Westwoods Committee (Clerk gave the update)</p> <ul style="list-style-type: none"> <li>• Electricity supply has been changed to British Gas to save</li> </ul>	<b>Verbal</b>

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	<p><b>104.3/12</b></p> <p><b>Resolved Action</b></p>	<p>money. Payphone has been disconnected.</p> <ul style="list-style-type: none"> <li>• It was raised that a bonus system or actual pay for extra hours worked should be discussed for the Supervisor.</li> <li>• Resolved to add this to the next Finance Committee</li> <li>• Clerk to add to next agenda for Finance Committee</li> </ul>	
<b>105/12</b>		<b>Working Groups, Projects and Reports</b>	
	<p><b>105.1/12</b></p> <p><b>Resolved Action</b></p> <p><b>Resolved Action</b></p> <p><b>105.2/12</b></p> <p><b>Action</b></p>	<ul style="list-style-type: none"> <li>• Food Bank. Cllr Hewer has done some investigation on this and believes there is a need for this in Northleach. Cllr Hewer can approach the Food bank if she discovers that there are 10 -15 families in Northleach needing the service. Cllr Hewer is making contact with those people she believes can help identify families in need.</li> <li>• What is the criteria to be eligible? Cllr Hewer explained that you just need to have a recognised need.</li> <li>• The food bank is at an early stage in the Cotswolds area and professionals such as health visitors, doctors and social workers need to give these families the support and issue food bank vouchers.</li> <li>• It was resolved that Cllr Hewer could progress this as it may help local families in need.</li> <li>• Clerk to add to Parish Magazine and Standard column to give people the information if required.</li> <li>• Co-opt a new councillor – Lucy Roberts was voted in as the new councillor,</li> <li>• Clerk to update all the applicants</li> <li>• Attendees for plastic recycling meeting – Cllr Hulcup and Cllr Hewer will attend the meeting</li> <li>• Clerk to communicate plastics recycling in Parish magazine article and Standard column</li> </ul>	<p><b>Verbal</b></p> <p><b>Attached</b></p>
<b>106/12</b>		<p><b>Chairman's Report</b></p> <ul style="list-style-type: none"> <li>• Friends of the Cotswolds are hosting an open day at the Old Prison on 12<sup>th</sup> August in the afternoon.</li> </ul>	<b>Verbal</b>
<b>107/12</b>		<p><b>Correspondence</b></p> <p>Already circulated</p>	
<b>108/12</b>		<p><b>Plus Any Other Urgent items received since publication of the agenda</b></p> <p>No other urgent business declared</p>	
<b>109/12</b>		<p><b>Any Other Business</b></p> <p>Any other matters that any Councillor wishes to bring to the attention of the Council or agenda items for future meetings. Please note that no Discussions or Decisions can be taken under this Item.</p> <ul style="list-style-type: none"> <li>• Toilets – what is the update? Clerk has contacted Property at CDC. We part own the building with them and they are going to arrange a date to come and meet us with their inspector.</li> <li>• Need a new bus stop as people shelter in the building and miss the bus on the other side</li> <li>• New wall in Church field being built by Farmington Trust and work will start in 2 weeks.</li> </ul>	
<b>110/12</b>		<p><b>Date and Time of Next Meeting</b> – 26<sup>th</sup> September 2012 at 7pm followed by the KGV Trust meeting.</p> <p>Please note there are no meetings in August</p>	

There being no further business the meeting closed at 9.30 pm. Due to the lateness of the hour it was agreed to postpone the KGV meeting until 16<sup>th</sup> August