

NORTHLEACH WITH EASTINGTON TOWN COUNCIL

MINUTES OF THE TOWN COUNCIL MEETING HELD

ON Wednesday 18th October 2017

PRESENT: Cllr Colton (Chair), Cllr Alan Wellman, Cllr Andrew Wellman, Cllr Hewer, Cllr Rigby, Cllr Rayner, Cllr Morley Blackwell, Cllr Brady, Cllr Sherborne, Mrs Cat Crompton (Clerk) and Cllr Paul Hodgkinson

Kevin Dower, (Project Co-ordinator for the new Community Connectors scheme in the Cotswolds which is replacing the Village and Community Agents) provided details of the new service.

The Community agents and Social Prescribing services have now combined and residents will not see a difference. Community Agents were working with residents who were 50 plus but now working with anyone 16 plus to help with social isolation. Residents need to live in Gloucestershire or be registered with a doctor. Agents will be building on existing relationships in the area.

90.	Cllr Hulcup and Cllr Hancock were unavailable
91.	No interests were received
	PUBLIC PARTICIPATION.
92.	There were no public questions
93.	The Police report was received Cllr Brady asked if we could have a breakdown that is relevant to us and the Clerk explained the report is specific to Northleach but she will see if we can get advice from the police on trends and how to advise residents Action Clerk to communicate with the police on advice for residents
94.	County Councillor Paul Hodgkinson gave a report
94.1	<ul style="list-style-type: none"> Old A40 update - the deadline passed on the extension. Lots of people emailed and it has had an impact. There is now a website with the information, the report had been produced and officers are now talking about a temporary fix,
Action	<ul style="list-style-type: none"> Clerk to request Cllr Smith and Bob Skillern to attend the November Meeting
94.2	<ul style="list-style-type: none"> Children's Fund that we applied for to support the Multi use goal post has been successful
Action	<ul style="list-style-type: none"> Clerk to notify the Council when the funds are in
94.3	<ul style="list-style-type: none"> All Alone has been resurfaced at last
94.4	<ul style="list-style-type: none"> Community Connexions will be launching the new community bus in the near future. The Clerk explained that we have had a good response to our appeal and they are looking at a regular service
Action	<ul style="list-style-type: none"> Clerk to communicate this when we know more
94.5	<ul style="list-style-type: none"> The Police and Crime Commissioner is considering combined services with the Fire Brigade and the Police which may involve the Fire station at Northleach
95.	District Councillor Chris Hancock was unavailable and sent a report
95.1	<ul style="list-style-type: none"> We have succeeded on our application of additional funding for the NDP. Neil Homer is now working on the documents and these will be ready on my return for circulation with a view to agreeing the final version of the Pre-submission plan for consultation. I would like Neil Homer to address the council at the November meeting and present the plan. We will also need to set a Steering Group meeting to review this.
Action	<ul style="list-style-type: none"> Clerk to liaise with Cllr Hancock and Neil Homer as the November meeting has other speakers attending
95.2	<ul style="list-style-type: none"> I have successfully bid for Onesiphorus on behalf of the town, and after the car wash at the Fire Station, he is now at the Prison sitting in one of the galleries. I would like to arrange a photo session to record the formal handover by Friends of the Cotswolds to the Town. In addition, and with a bit of luck, we will now be able to begin a refurbishment of the horseshoe around the exterior of the Prison in the coming months.
95.3	<ul style="list-style-type: none"> People will have seen and heard about Publica over the last days on the press and on BBC. We expect Publica to start providing services shortly, with the transfer of staff from the 4 participating councils (CDC, West Oxfordshire, Forest of Dean and Cheltenham) becoming employees of the new company. This is a milestone in a 4 year journey that has already seen the councils share services through partnership working. The aim is to provide resilience, strength in depth and financial savings as central government support continues to decline - some 30% or so, thus far - and the same or better services supplied locally as they are at present. It should provide some £5.5m per annum of savings by 2020 and some £40m over 10 years or so. In context, CDC's annual Council tax income is about £5m.

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Action	<ul style="list-style-type: none"> Clerk to circulate the Publica email from Cotswold District Council
	MATTERS FOR DECISION
96. Resolution	Cllr Brady proposed, Cllr Morley Blackwell seconded and it was unanimously RESOLVED to confirm the minutes of the Council Meeting held on 20 th September 2017 as a true and accurate reflection of the meeting. These will be signed once the following amendments have been made:
Action	<ul style="list-style-type: none"> Clerk to amend 81.2 as McCracken are not to be included in the regular payments
Action	<ul style="list-style-type: none"> Clerk to amend 82.7 to say no comment as the decision had already been made
97.	The Council reviewed the Action Point Update and Clerk's Report from 20 th September 2017
98.	Governance and policy:
98.1 Resolution	<ul style="list-style-type: none"> The Council reviewed the new Terms of Reference. Cllr Morley Blackwell proposed, Cllr Brady seconded and it was RESOLVED by a majority to adopt the Terms of Reference for Committees
98.2 Resolution	<ul style="list-style-type: none"> In light of this, other documents will need to be reviewed. Cllr Colton proposed, Cllr Hewer seconded and it was unanimously RESOLVED to review the Standing Orders and Code of Conduct by March.
Action	<ul style="list-style-type: none"> Cllr Brady will review the Code of Conduct and Cllr Colton the Standing Orders
98.3	<ul style="list-style-type: none"> The Council should have a Communication and Social Media Policy for further guidance
Action	<ul style="list-style-type: none"> Cllr Brady and Cllr Rigby are reviewing this for the Council
99.	Financial matters:
99.1	<ul style="list-style-type: none"> The Council received details of the bank balances and noted that the second instalment of the Precept is now in
99.2	<ul style="list-style-type: none"> Cllr Hewer requested that the amount is moved to the Deposit account
Action	<ul style="list-style-type: none"> Clerk to ask Business Banking about financial security and whether the amount protected is across each account or the total held.
Action	<ul style="list-style-type: none"> Clerk to update at the next Finance Meeting
99.3	<ul style="list-style-type: none"> Councillors received the financial statement year to date.
99.4	<ul style="list-style-type: none"> Councillors discussed the bills attached. Cllr Brady proposed, Cllr Hewer seconded and it was unanimously RESOLVED To record the bills paid since the last meeting and approve the outstanding bills for payment
Action	<ul style="list-style-type: none"> Clerk to process the payments
Action	<ul style="list-style-type: none"> Clerk to amend code on mileage payments to Brian Crossley as it was regards Lettings
Action	<ul style="list-style-type: none"> Clerk to amend Westwoods hire of hall to TC/ 75 as it was for the Active Together class
99.5	<ul style="list-style-type: none"> Cllr Hewer announced that there is a further £250 coming into the Active Together fund thanks to the Northleach Club
99.6	<ul style="list-style-type: none"> Cllr Colton explained that there will be filming money coming in and councillors discussed where to allocate it.
99.7	<ul style="list-style-type: none"> Councillors discussed the multi-use goal wall Cllr Morley Blackwell proposed, Cllr Andrew Wellman seconded and it was unanimously RESOLVED to use this to fund the balance on the multi-use goal wall.
99.8	<ul style="list-style-type: none"> The Town Council agreed to hold the Charter Market 2016 – 2017 money in hand for now
Action	<ul style="list-style-type: none"> Clerk to look out the correspondence to Charter Market people regards use of funds and add this to the November meeting
99.9	<ul style="list-style-type: none"> Councillors noted the receipt of funds of £47,058.05 from Bassett Road development for the "provision of and maintenance of play, recreation, leisure and social facilities within the Town" in accordance with the Section 106 agreement.
99.10	<ul style="list-style-type: none"> Cllr Brady proposed, Cllr Colton seconded and it was unanimously RESOLVED to earmark a minimum of £35K, to be allocated to the Play Area project
99.11	<ul style="list-style-type: none"> Councillors considered the request to share the cost of refurbishment of the Eastington phone box at a cost of £359.63. Cllr Alan Wellman proposed that the full amount is paid and all agreed that the phone box is much improved. Cllr Hewer proposed, Cllr Rayner seconded and it was agreed by a majority to share the cost 50 / 50.
Action	<ul style="list-style-type: none"> Clerk to inform the Mr and Mrs Thomas and thank them for their work and contribution
99.12	<ul style="list-style-type: none"> Councillors considered the request from Glebe House to share the repair of the repaired wall between the Cemetery and Glebe House at a total cost of £1,618 (plus stone).
99.13	<ul style="list-style-type: none"> The councillors debated the issue of the wall. There is evidence that the wall was built to surround the Vicarage before the land was handed over so the Cemetery could be built. This particular wall is not mentioned in the three sets of deeds that the Council have for the land. However our deeds do mention our responsibilities for the walls on the North and Eastern side of the Cemetery. Cllr Rigby stated that although we have responsibility for the other walls

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99.14 Resolution	<p>around the cemetery this one is not listed.</p> <ul style="list-style-type: none"> • Cllr Brady proposed, Cllr Morley Blackwell seconded and it was RESOLVED by a majority that the Council are unable to pay a proportion of the costs as we have nothing on our deeds to indicate responsibility for that wall. It was noted that Cllr Hewer had not voted.
100. 100.1 100.2 Action Action 100.3 Resolution Action	<p>Planning and tree works:</p> <ul style="list-style-type: none"> • Information about the old A40's road closure extension was discussed in point 94. • Councillors discussed the recent issue raised with the Post Office renovations. • Clerk to write to John Mustoe explaining that we have had a response from CDC • Clerk to write to George Hudson and the Farmington Trust saying we are pleased to hear that planning permission has now been given and that we look forward to the work commencing as soon as possible • Cllr Sherborne proposed, Cllr Rayner seconded and it was unanimously RESOLVED that the Council had no objection to 17/04078/FUL for No. 3 Chequers. • Mary to submit the application
101. 101.1 101.2 Action	<p>Traffic and transport:</p> <ul style="list-style-type: none"> • Councillors were updated on Highways work across Town following the walkabout • The speed strip information has not been received yet • Clerk to chase this and circulate once in
102. 102.1 Action	<p>Councillors considered opportunities for the Northleach Wild Town project A group of councillors met with the Wildlife Trust man and walked round the Water Meadow area.</p> <ul style="list-style-type: none"> • Cllr Rayner proposed, , Cllr Morley Blackwell seconded that we should ask the Wildlife Trust if they have any sample proposals we can see to ascertain the work involved • Clerk to ask Will about these and feedback to the Council
103. Resolution Action	<p>Neither candidate for the vacancy had been able to attend the meeting. Cllr Alan Wellman proposed, Cllr Brady seconded and it was unanimously RESOLVED to defer this to the next meeting and invite them back.</p> <ul style="list-style-type: none"> • Clerk to add this onto November's meeting plus open it back out to the Parish
104.	<p>Councillors were urged to consider budget planning ideas and Chairs of Committees to feed this back by mid-November following the next meetings</p>
105. Action	<p>Cllr Andrew Wellman, Cllr Morley and it was unanimously RESOLVED to approve the minutes of the Extraordinary meeting about the Old A40 on 12th September and they were duly signed</p> <ul style="list-style-type: none"> • Clerk to send meeting minutes, our letter to GCC, the response and update from Cllr Paul about the new website information out to the email list for information
MATTERS FOR INFORMATION	
106.	<p>The draft minutes of the Westwoods Meeting held on the 3rd October were not yet available</p> <ul style="list-style-type: none"> • Clerk to add them onto November meeting
107.	<p>The draft minutes of the Finance Meeting held on 10th October were not yet available</p> <ul style="list-style-type: none"> • Clerk to add them to November meeting
108. 108.1 108.2 Action	<p>Updates from working groups</p> <ul style="list-style-type: none"> • IT Review is still being progressed • Meadow gate – the letter is ready to go • Clerk to send this out on Council headed paper
109.	<p>An update on the community shopping bus was received in point 94</p>
110.	<p>Future Agenda Items: It Review, Paddle Tennis, River Clearance,</p>
Date and time of next meeting: Town Council meeting on Wednesday 22 nd November 2017, 7pm	

Details of financial transactions:

Regular payments made (pre-approved):

Payee	Service	Method	Amount	Cost centre	Authority
Cat Crompton	Clerk's salary	SO	confidential	TC / 02	LGA 1972 s.112
Mary Cassidy	Admin Assistant salary	SO	confidential	TC / 03	LGA 1972 s.112
HMRC	Staff PAYE & NICs	BACS	confidential	TC / 46	LGA 1972 s.112

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Brian Crossley	WW Manager salary	SO	confidential	WW / 42	LG(MP)A 1976 s.19
Glos LGPS	Clerk's pension	BACS	confidential	TC / 58	LGPSR 2007/2008
NEST	Admin Assistant pension	BACS	confidential	TC / 58	Pensions Act 2008
Mainstream Digital	Quarterly phone line Call charges	DD DD	£41.86 £0.31	TC / 05	LGA 1972 s.133
Zen Internet	Broadband	DD	£32.40	TC /05	LGA 1972 s.133
Pauline Rigby	Website	SO	£50	TC / 13	LGA 1972 s.142
Grundon	Waste collection	DD	£74.22	WW / 32	LG(MP)A 1976 s.19
Thames Water	Water for Westwoods	DD	£26.00	WW / 48	LG(MP)A 1976 s.19

Payments authorised between meetings (max £500 per item):

Supplier	Service	Invoice #	Amount	Cost centre	Authority
Ian Hanks	Town Handyman Aug	Inv. 277	£123.25	TC / 17	PHA 1875 s.164
McCracken & Son	Grass Contractors for Cemetery, playing fields and Highways	Inv. 8067	£1119.60	TC / 60	HA 1980 s.9, PHAA 1907 s.76 & LGA 1972 s.214
Gary Evans	WW's windows	Inv. 032	£20.00	WW/32	LG (MP) A 1976 s.19
Brian Crossley	Panto tickets		£35.11	WW / 28	LG (MP)A 1976 s.19
Brian Crossley	Temp Event Notice	online	£21.00	WW/28	LGA 1972 s.145
Mrs Maxwell	Active Together class	Inv.118	£25.00	TC / 75	LG 1976 s.19

Payments to be authorised:

Supplier	Service	Invoice #	Amount	Cost centre	Authority
Cellar Services	Bar stock		£507.24	WW/ 29	LG (MP) A 1976 s.19
Ian Hanks	Bus stop repair	Inv. 308	£150	TC / 62	LG (MP) A 1953 s.4
Brian Crossley	Mileage stock and bank	111017	£9.00	WW/28	LG (MP) A 1976 s.19
Ian Hanks	September Invoice	Inv. 289	£202.50	TC/62	PHA 1875 s.164
Westwoods Centre	Hire of hall	10/22455	£56.02	TC / 75	LGA 1976 s.19
Travis Perkins	Materials for play area, bus stop and bench	301 BOG506	£134.47	TC/ 62	PHA 1875 s.164

There being no further business the meeting closed at 21.40 pm