



# NORTHLEACH WITH EASTINGTON TOWN COUNCIL

The Westwoods Centre, Bassett Road, Northleach, GL54 3QJ  
 Tel: 01451 861499, Email: clerk@northleach.gov.uk

All Members of the Council are hereby summoned to attend the

**MEETING of NORTHLEACH WITH EASTINGTON TOWN COUNCIL**

**On Wednesday 22<sup>nd</sup> November 2017 at 7.00 pm**

for the purpose of considering and resolving upon the business to be transacted as set out hereunder.

**Members of the public are also invited to attend.**

Dated this day 14<sup>th</sup> November 2017, and signed by Mrs C. Crompton, Clerk to Northleach with Eastington Town Council

**British Renewables will be attending the meeting to give more details about the Planning Application 17/04160/FUL for an Energy Storage Scheme at All Alone Lane.**

## Agenda

1.	To receive apologies for absence	<b>Verbal</b>
2.	To receive councillors' declarations of interests	<b>Verbal</b>
	<b>PUBLIC PARTICIPATION.</b>	
3.	Public Question Time – in accordance with Standing Orders 3(e), (f) and (g). The period of time designated for public participation in a meeting shall not exceed 20 minutes overall and 3 minutes per person unless directed by the Chairman.	
4.	To receive a Police report	<b>Attached</b>
5.	To receive a report from County Councillor Paul Hodgkinson	<b>Verbal</b>
6.	To receive a report from the District Councillor Chris Hancock and an NDP update	<b>Verbal</b>
	<b>MATTERS FOR DECISION</b>	
7.	To confirm the minutes of the Council Meeting held on 18 <sup>th</sup> October 2017	<b>Attached</b>
8.	To receive the Action Point Update and Clerk's Report from 18 <sup>th</sup> October 2017	<b>Attached</b>
9.	Governance and policy: <ul style="list-style-type: none"> <li>To review and adopt a Communications Policy</li> </ul>	<b>Attached</b>
10.	Financial matters: 10.1 • To receive details of the bank balances 10.2 • To record bills paid since the last meeting and approve bills for payment 10.3 • To discuss use of Charter Market funds 10.4 • Receive an update on the Grounds Maintenance Contract 10.5 • Agree the donation to Royal British Legion for the Remembrance Day wreath 10.6 • Consider new phone line rental supplier as Mainstream contract draws to an end	<b>Additional See Page 3 Additional Additional Additional</b>
11.	Planning and tree works: 11.1 • Consider planning application 17/04160/FUL for an Energy storage scheme at All Alone 11.2 • Consider application 17/03778/FUL for the replacement of tiles on The Almshouses 11.3 • Record Council's response to application 17/04186/FUL for 20 Ward Road 11.4 • Record Council's response to application 17/04415/TCONR at Antelope House 11.5 • Record Council's response to application 17/03855/FUL at 3 Bank Villas 11.6 • Record Council's response to application 17/04395/LBC at Antelope Cottage 11.7 • To discuss any urgent planning applications since the publication of the Agenda	<b>Circulated Circulated Verbal Verbal Verbal Verbal Verbal</b>
12.	Traffic and transport: 12.1 • Agree next steps on the speed strip information	<b>Verbal</b>
13.	Discuss Christmas communication to the Town and agree a card format	<b>Additional</b>

14.	Confirm councillor and staff support for the Westwood Pantomime on 19 <sup>th</sup> December	Verbal
15.	To Co-opt new councillor	Circulate
16.	Councillors to consider next year's projects to feed into budget planning	Verbal
17.	Record the Council's support in November for Reach (Restore Emergency at Cheltenham General Hospital A&E 24/7 Facilities submitted on 27 <sup>th</sup> October.	Verbal
18.	Consider IT network quote received in order to update the Council's systems	To follow
19.	Agree a working group to create a Water Meadow Management Plan	Additional
20.	Agree meeting date with Neil Homer to receive Pre-Submission plan for the Neighbourhood Development Plan	Additional
21.	Agree meeting date to meet with Cllr Vernon Smith (Cabinet Member for Highways and Floods) and Bob Skillern (Local Highways Manager, East) and consider questions to ask regards the Old A40 closure.	Additional
22.	Consider quotes to repair the Play area fence with posts only at £225 or with wire replacement at an additional £200.	Additional
	<b>MATTERS FOR INFORMATION</b>	
23.	To note the draft minutes of the Westwoods Meeting held on the 3rd October	Attached
24.	To note the draft minutes of the Finance Meeting held on 10th October	Attached
25.	To note the draft minutes of the PPMC meeting on 6 <sup>th</sup> November	Attached
26.	Receive updates from working groups	Verbal
27.	To receive Future Agenda Items: Please note that no decisions can be taken under this Item: Paddle Tennis	Verbal
28.	<b>Date and time of next meeting</b> – Town Council on Wednesday 17 <sup>th</sup> January 2018 at 7pm	

#### Details of financial transactions: Regular payments made (pre-approved): Up to 13th November

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
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 £0.44	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	£61.82	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 Oct	Inv. 302	£123.25	TC / 17	PHA 1875 s.164
Mr and Mrs Thomas	Eastington Phone box	041017	£179.81	TC / 62	LGA 1892 s.8
Gary Evans	WW's windows	Inv. 053	£20.00	WW/32	LG (MP) A 1976 s.19
Ian Hanks	Church bench install	Inv.313	£75.00	TC / 63	PCA 1957 ss.1
Viking Direct	Office supplies	577059	£56.39	TC / 5	LGA 1972 s.111
Charlotte Hitchman	WW's Cleaning	Inv.007	£64.00	WW / 32	LG (MP) A 1976 s.19
Mrs Maxwell	Active Together class	00123	£45.00	TC / 75	LG (MP) 1976 s.19
Spot On Supplies	Cleaning supplies	11974788	£65.29	WW / 32	LG (MP) A 1976 s.19
G.L.C Williams	Supply of Finger Post	B1767	£216.60	TC / 62	RTRA 1984 S.72
Eastwood Service	Pest control	1319	£132.00	KGV	LG (MP) A 1976 s.19
Tim Dyson	Pavilion Cleaning, tip	Inv. 5 & 6	£79.95 x 2	KGV	LGA 1892 s.8

**Payments to be authorised:**

<b>Supplier</b>	<b>Service</b>	<b>Invoice #</b>	<b>Amount</b>	<b>Cost centre</b>	<b>Authority</b>
Diane Malley	Payroll Services 1st half	87.17/18	£61.50	TC / 8	LGA 1972 s.111
CIA Fire and Security	Alarm service	177624	£36.90	W / 31	LG (MP) A 1976 s.19
HMRC	VAT	154729295	£665.85	TC / 45	LGA 1972 s.111
McCracken & Son	Grass Contractors for Cemetery, playing fields and Highways (Sept)	Inv. 8162	£1119.60	TC / 60	HA 1980 s.9, PHAA 1907 s.76 & LGA 1972 s.214
McCracken & Son	Grass Contractors for Cemetery, playing fields and Highways (Oct)	Inv. 8205	£1119.60	TC / 60	HA 1980 s.9, PHAA 1907 s.76 & LGA 1972 s.214
Grant Thornton	External Audit	8749063	£480.00	TC / 8	LGA 1972 s.111
Ramtech	Boiler service	9320	£163.14	WW/31	LG (MP) A 1976 s.19
Castle Water	Pavilion water	TW967	£211.24	KGV	LG (MP) A 1976 s.19
Cotswold District Council	Pest control services	41204903	£56.00	KGV	LG (MP) A 1976 s.19
Westwoods Centre	Hire of hall	10/2478	£42.01	TC / 12	LGA 1976 s.19
Travis Perkins	Church bench materials	3260 AOL166	£45.29	TC/ 62	PCA 1957 ss.1
Dave Payne Electricians	Pavilion toilet lights	3432	£91.20	KGV	LG (MP) A 1976 s.19
Cellar Supplies	Bar stock	297214	£337.90	WW / 29	LG (MP) A 1976 s.19
Cellar Supplies	Bar stock	297430	£50.33	WW / 29	LG (MP) A 1976 s.19