



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 21st February 2018 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 8th February 2018, and signed by Mrs C. Crompton, Clerk to Northleach with Eastington Town Council

Agenda

1.	To receive apologies for absence	Verbal
2.	To receive councillors' declarations of interests	Verbal
	PUBLIC PARTICIPATION.	
3.	Public Question Time – in accordance with Standing Orders 3(e), (f) and (g). The period 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	To follow
5.	To receive a report from County Councillor Paul Hodgkinson	Verbal
6.	To receive a report from the District Councillor Chris Hancock	Verbal
	MATTERS FOR DECISION	
7.	To confirm the minutes of the Council Meeting held on 17 th January 2018	Attached
8.	To receive the Action Point Update and Clerk's Report from 17 th January 2018	Attached
9.	Governance and policy:	
9.1	• Agree to engage GAPTC as the Internal Auditor for 2017 -2018 accounts	Additional
9.2	• Discuss whether councillors wish to receive all agendas published	Additional
10.	Financial matters:	
10.1	• To receive details of the bank balances	Additional
10.2	• To record bills paid since the last meeting and approve bills for payment	Pages 2 & 3
10.3	• Consider whether the Town Council should take over the responsibility and ongoing maintenance of the Defibrillator attached to the Westwoods Centre	Additional
10.4	• Consider whether the Town Council should take over the responsibility and ongoing maintenance of the Defibrillator attached to the Fire Station	Additional
10.5	• To agree the location of the new defibrillator and agree the purchase at £1,495 plus vat	Additional
10.6	• Consider quotes received to renovate the Westwoods Centre windows and doors	Attached
10.7	• Agree preferred supplier for Play Area as recommended by the Project Group	Additional
10.8	• Consider application to CDC Youth Activities 17/18 fund for Youth Activities supplied by World Jungle	Additional
11.	Planning and tree works:	
11.1	• Record Council's response to application 17/05193/FUL for Oldhills Barn	Circulated
11.2	• Record Council's response to application 17/05205/FUL for Old Coal Yard Farm	Circulated
11.3	• Record Council's response to application 18/0069/LBC Tudor Cottage	Circulated
11.4	• To discuss any urgent planning applications since the publication of the Agenda	Circulated
11.5	• Consider Licensing application variation: Mr Darren Weeks, Mobile Fish and Chip business	Circulated
12.	Traffic and transport:	
12.1	• Discuss recent social media comments on traffic volumes and speeds	Verbal
12.2	• Review next steps on speed strip information	To follow

13. 13.1	Neighbourhood Development Plan (NDP) • Note NDP distributed for Statutory Consultation	Verbal
14.	Consider IT network quote received to update the Council's systems	Verbal
15.	Note Planning Training dates being organised by CDC Planning	Additional
16.	Consider letter received from Town Trustees regards the provision of a MUGA using Youth Club Trust funds	Circulated
17.	Agree working group for Spring Litter Pick	Additional
	MATTERS FOR INFORMATION	
18.	To note the draft minutes of the Finance Meeting on the 9 th January	Attached
19.	To note the draft minutes from KGV Meeting on 17 th January	Attached
20.	To note the draft minutes from Extraordinary Meeting on 5 th February	Attached
21.	To note the draft minutes from PPMC Meeting on 5 th February	To follow
22.	Receive updates from working groups	Verbal
23.	To receive Future Agenda Items: Please note that no decisions can be taken under this	Verbal
24.	Date and time of next meeting – Town Council on Wednesday 21st March 2018 at 7pm	

Details of financial transactions: Regular payments made (pre-approved): Up to 6th February 2018

Payee	Service	Method	Amount	Cost centre	Authority
Cat Crompton	Clerk's salary Nov and Dec	SO	confidential	TC / 02	LGA 1972 s.112
Mary Cassidy	Admin Assistant salary Nov & Dec	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 Nov & Dec	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
Zen Internet	Broadband	DD	£32.40	TC /05	LGA 1972 s.133
Southern Electric	Westwoods Electricity	DD	£1187.11	WW / 48	LG(MP)A 1976 s.19
Pauline Rigby	Website	SO	£50	TC / 13	LGA 1972 s.142
Grundon	Waste collection	DD	£37.44	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 Jan	Inv. 10019	£176.75	TC / 17	PHA 1875 s.164
Cotswold Petroleum	Oil Delivery KGV	69189	£431.25	KGV	LG (MP) A 1976 s.19
Mrs Maxwell	Active Together class	00129	£15.00	TC / 75	LG (MP) 1976 s.19

Payments to be authorised:

Supplier	Service	Invoice #	Amount	Cost centre	Authority
Sutcliffe Play	Goal Wall (paid 25/1)	Inv. 4996	£8402.40	TC / 57	LG (MP)A 1976 s.19
HMRC	VAT payment	Q3	£727.95	TC / 45	LGA 1972 s.111
Diane Malley	PAYE 2 nd Half of Year	178.17/18	£61.50	TC / 46	LGA 1972 s.112
Sweetfuels	Oil delivery KGV	1192178	£262.24	KGV	LG(MP)A 1976 s.19
McCracken & Son	Grass Contractors for Cemetery, playing fields and Highways (Nov)	Inv. 8291	£1119.60	TC / 60	HA 1980 s.9, PHAA 1907 s.76 & LGA 1972 s.214
Westwoods Centre	Exercise Class	10/2523	£70.02	TC / 12	LGA 1976 s.19
Viking Direct	Office supplies	897940	£11.22	TC / 5	LGA 1972 s.111
Viking Direct	Office supplies	896502	£171.05	TC / 5	LGA 1972 s.111
Gary Evans	Window cleaning	Inv. 100	£20.00	WW / 32	LG(MP)A 1976 s.19