

Northleach with Eastington Town Council

MINUTES OF THE TOWN COUNCIL MEETING HELD

ON Wednesday 17th January 2018

PRESENT: Cllr Colton (Chair), Cllr Will Rayner (Vice Chair), Cllr Alan Wellman, Cllr Hulcup, Cllr Andrew Wellman, Cllr Hewer, Cllr Rigby, Cllr Morley Blackwell, Cllr Brady, Cllr Waters, Cllr Chris Hancock, Mrs Cat Crompton (Clerk) and 3 members of the public

138.	Cllr Sherborne and Cllr Hodgkinson were unavailable and sent apologies
139.	No interests were declared
	PUBLIC PARTICIPATION.
140.	There were no public questions
141.	The police report was noted
142.	County Councillor Paul Hodgkinson was unavailable and sent the following report
142.1	<ul style="list-style-type: none"> • Burford Bridge - There will be a meeting of GCC and Oxon County Council Officers in Oxford on 1/2. Northleach was proposed as a venue but not taken up. GCC Officers have objected to the proposals as they are not convinced that enough provision has been made to address the issue of where the displaced traffic will go (eg it may end up on the A40). That is in line with my own concerns.
142.2	<ul style="list-style-type: none"> • Old A40 - the site visit with GCC and Amey officers yesterday was good and informative. Having chatted with councillors informally, I think a public meeting should now happen in the summer once we've given GCC Officers the time to carry out further tests and come to a firm conclusion as to what they can do next i.e. go ahead with a new narrow lane for non-HGVs to get through next to the existing road or do the full-blown re-working of the existing road planned in for 2019/20 earliest. At that stage everyone can hear the action to be taken and can ask questions etc. Let me know if you agree with this suggestion.
142.3	<ul style="list-style-type: none"> • Council Tax increase. The ruling group at Shire Hall has proposed a 3.99% C Tax increase for the coming year. That is made up of a 2% Adult Social Care precept and a 1.99% increase for all other services. The pressure is on costs (inflation running at 3%) and on children's services where demand is rising rapidly year on year. The Council will vote on the budget and the C Tax increase next month so I will update you at your next meeting.
143.	District Councillor Chris Hancock gave a report
143.1	<ul style="list-style-type: none"> • The largest potential site for homes in the District at Chesterton, Cirencester has been given the go ahead after 13 hours of meetings with CDC. They have agreed to give outline planning permission for the development on the Bathurst Estate
143.2	<ul style="list-style-type: none"> • The Big Conversation will take place in Cheltenham on 1st February to encourage residents to take part in forming the County's future and infrastructure.
Action	<ul style="list-style-type: none"> • Clerk to send out to email list once details are received
	MATTERS FOR DECISION
144.	<ul style="list-style-type: none"> • The draft minutes were reviewed
144.1	<ul style="list-style-type: none"> • Cllr Hewer asked for it to be noted that the solar scheme has now been withdrawn. Clerk is unable to amend the minutes (as they are a reflection of what happened that evening) but it has been noted here.
Resolution	<ul style="list-style-type: none"> • Cllr Rayner proposed, Cllr Hewer seconded and it was unanimously RESOLVED to accept the minutes of the Council meeting held on 22nd November 2017 as a true and accurate reflection of the meeting and duly signed
145.	Clerk explained that all actions on the Action Point Update are either completed or in hand and asked Councillors to note the following:
145.1	<ul style="list-style-type: none"> • Bob Skillern, Highways will come and explain the Speed strips and next steps. However, he is changing areas so will combine the visit with a handover to Danny Taylor
Action	<ul style="list-style-type: none"> • Clerk to circulate the date for the meeting once agreed
145.2	<ul style="list-style-type: none"> • Following the site meeting at the Old A40, it was suggested that we hold a public meeting after Amey has the years' worth of data they need to make a qualified decision
146.	Neighbourhood Development Plan (NDP)
146.1	<ul style="list-style-type: none"> • Mr Neil Homer from O' Neill Homer, the Town Council's Neighbourhood Development Plan consultants, gave an update on the plan so far.
146.2	<ul style="list-style-type: none"> • The Town Council are considering to adopt two documents tonight. Once agreed, once these will be publicised and the statutory 6-week consultation will begin. The aim of the plan is to provide a number of policies and it seeks to address what people have said they

<p>146.3</p> <p>146.4 Resolution</p> <p>146.5 Resolution</p> <p>146.6 146.7</p>	<p>want: additional parking, town centre regeneration, protect building assets, create additional space for the school and a green infrastructure,</p> <ul style="list-style-type: none"> • Neil said the Town Council has been tenacious and kept going over the last 4 years. The challenge has been to see that our plan fits well with the Local Plan without stepping on each other's toes. There have been some compromises and now this needs to go out to the public to see how they react to the policies suggested. It should not be controversial as we are not allocating development sites but there are 7 policies which will help us manage development in the future. Northleach is not seen a strategic key site for the District and so we are not under as much pressure as others. Neil thanked the Steering Group and Councillors for their help and input to the written documents. • Councillors considered whether to designate the Water Meadow and Playing Field areas as part of the green ring in Policy 7. Cllr Rigby proposed, Cllr Brady seconded and it was unanimously RESOLVED to include those areas • Councillors discussed the Pre-Submission plan. The parking could be created by working with developers and the school expansion could allow for nursery provision. Cllr Hewer proposed, Cllr Hulcup seconded and it was RESOLVED by a majority (9 councillors to 1) to approve the publication of the Pre-Submission plan for Statutory Consultation • Cllr Colton thanked everyone for all their help especially Cllr Rigby and Cllr Hancock • It was noted that the above resolution also included the publication of the Strategic Environmental Assessment report for Statutory Consultation. This is a technical report that is part of the Pre-Submission Plan. Although not so widely used now, was started early on and is worth including. It looks at the policies and assesses their impact.
<p>147.</p> <p>147.1</p> <p>147.2 Resolution</p> <p>147.3</p> <p>147.4</p> <p>Action 147.5</p> <p>Resolution</p> <p>Action Action 147.7 147.8</p> <p>Resolution</p> <p>147.9</p>	<p>Financial matters:</p> <ul style="list-style-type: none"> • The bank balances are: Current: £96,793, Westwoods: £4,929, Deposit: £43,303. The Clerk explained that the Reserves and Earmarked funds (for projects like the NDP and the Play Area) are within these figures • Cllr Andrew Wellman proposed, Cllr Hewer seconded and it unanimously RESOLVED to authorise the bills for payment and note the bills paid since the last meeting • Clerk to process the outstanding payments • Councillors considered the un-named tenders received for the Grounds Maintenance Contract and discussed the supplier for 2018 – 2019. Both suppliers have worked for the Town Council in the past and quoted on the same specification. • Cllr Alan Wellman proposed, Cllr Hewer seconded and it was RESOLVED by a majority (with 1 abstention) to accept the lower quote • Clerk to inform the two contractors as soon as possible • Councillors considered whether the Town Council should take over the responsibility and ongoing maintenance of the Defibrillator attached to the Westwoods Centre and Fire Station. Cllr Morley Blackwell proposed, Cllr Rayner seconded and it was RESOLVED by a majority that the council would get further information and then make a decision at the next meeting. Soon there will be 3 sites. The last one is being sourced by the Town Council who will fund any future maintenance. The first two were donated but no maintenance or future planning was agreed • Cllr Hewer will check out the Fire station defib and see what has been agreed there • Councillors considered whether to carry out a phased replacement or renovation of the Westwoods windows and doors (as per quotes attached). A number of councillors have viewed the windows this week. The majority believe that the windows can be repaired rather than replaced. Cllr Hewer proposed, Cllr Hulcup seconded and it was unanimously RESOLVED to renovate rather than replace the windows. • Supervisor to get another 2 quotes by the February meeting so a contractor can be agreed • Clerk to add this decision to the February meeting • Councillors consider budget requirements for 2018 – 2019 as reviewed by Finance committee • There was an intense discussion about the figures and what the Town Councils' priorities are. Each committee has submitted figures based on their plans for next year including Westwoods improvements and work around Town including the Play Area. • Cllr Hulcup proposed, Cllr Andrew Wellman seconded and it was RESOLVED by a majority to accept the budget for 2018 – 2019. • The Council discussed the Precept. Clerk explained how the Precept figures are worked out. This is the amount of money we request from Cotswold District Council to enable us to carry out our business for the Town. The government did not put a cap on requests this year. They recognise that Town and Parish councils are closer to the parishes they serve and better understand their needs. GCC are proposing to raise their portion of the Precept and it is expected that CDC may do as well.

Resolution	<ul style="list-style-type: none"> Cllr Brady proposed, Cllr Rayner seconded and it was RESOLVED by a majority that the Precept request for 2018 -2019 would be £5k more than last year to support the Play Area Project. Cllr Morley Blackwell, Cllr Andrew Wellman and Cllr Waters supported the Play Area project but asked it be recorded that they voted against an increase in the Precept to provide this.
147.10	<ul style="list-style-type: none"> The £5k increase will have the following effect on a Band D home which is how the average is calculated: On the Northleach Town Council part of the Council Tax bill, a Band D house's portion will rise from £84.69 last year to £92.60 in 2018 – 2019. This is a 9.33% increase on the Northleach Town Council portion of the bill only (the % will vary with band of home). This will add £0.15p a week to the bill of a Band D house.
Action	<ul style="list-style-type: none"> Clerk to submit the Precept paperwork
148.	Planning and tree works:
148.1	<ul style="list-style-type: none"> Council's response of no objection to 17/04947/TPO Yew Tree Cottage was recorded
148.2	<ul style="list-style-type: none"> Council's response of no objection to 17/04976/FUL Cotswold Heritage was recorded
148.3	<ul style="list-style-type: none"> Council's response of no objection to 17/04830/LBC Post Office was recorded
148.4	<ul style="list-style-type: none"> Council's response of no objection to 17/05183/TCONR Old Timbers was recorded
148.5	<ul style="list-style-type: none"> Council's response of no objection to Licensing Application for Amplified Festival recorded
148.6	<ul style="list-style-type: none"> Council discussed the recent Tudor House application and no objection was recorded
148.7	<ul style="list-style-type: none"> Reminder from Clerk about the Planning application process
149.0	Traffic and transport:
149.1	<ul style="list-style-type: none"> There have been recent discussions on social media on traffic volumes and speeds
149.2	<ul style="list-style-type: none"> The Council are waiting to meet with Highways to discuss the data from the speed strips
Action	<ul style="list-style-type: none"> Clerk to include this in February's meeting
150.	Governance and policy:
150.1	<ul style="list-style-type: none"> Councillors agreed to discuss the revised Communications Policy to the next meeting
Action	<ul style="list-style-type: none"> Clerk to add this to the February meeting
150.2	<ul style="list-style-type: none"> It was noted that the Finance Committee will update the Financial Regulations to cover the use of a new debit card
Action	<ul style="list-style-type: none"> Clerk to add to the next meeting
150.3	<ul style="list-style-type: none"> Councillors noted that the Council will follow the rules of £200k plus turnover councils where relevant, in regards the Transparency code as they currently fall, between bandings
151.	The Town Council were updated on the old A40 site visit and it was agreed that a public meeting should take place once the 1 year data is available and has been analysed
152.	Winter Working Group
152.1	<ul style="list-style-type: none"> Cllr Hulcup, Mary, Clerk, Cllr Morley Blackwell and Cllr Waters will form a working group to review winter snow plans along with snow plough operator and snow warden and will hope to involve residents
Action	<ul style="list-style-type: none"> Clerk to organise a meeting
153.	Councillors considered nominations via GAPTC for the Garden Party.
Resolution	<ul style="list-style-type: none"> Cllr Morley proposed, Cllr Hower seconded and it was RESOLVED by a majority (Cllr Andrew and Alan Wellman expressed an interest) to nominate Cllr Alan Wellman for his 56 years work with the Town Council
Action	<ul style="list-style-type: none"> Clerk to process the nomination
154.	The quote has not yet been received to update the Council's systems
155.	Councillors consider the draft meeting schedule for 2018 – 2019
Resolution	<ul style="list-style-type: none"> Cllr Andrew Wellman proposed, Cllr Rigby seconded and it was unanimously RESOLVED to hold a December meeting on 12th December to alleviate pressure in January
Action	<ul style="list-style-type: none"> Mary to update the changes and recirculate
	MATTERS FOR INFORMATION
156.	Clerk will circulate the Finance Minutes from 9 th January when they are completed
157.	The Council received updates from working groups
157.1	<ul style="list-style-type: none"> Dick Roper has replied positively about the field access
157.2	<ul style="list-style-type: none"> We are still trying to raise funds for the zip wire
157.3	<ul style="list-style-type: none"> The Play Area group has narrowed it down to the preferred supplier and will present more details at the next meeting
Action	<ul style="list-style-type: none"> Clerk to add to the next meeting
157.4	<ul style="list-style-type: none"> The paddle tennis idea has been withdrawn
157.	No other future Agenda Items were received.

158. **Date and time of next meeting** – Town Council on Wednesday 21st February 2018 at 7pm

There being no further business the meeting closed at 21.45 pm

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
Mainstream Digital	Quarterly phone line/calls	DD	£49.81/£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/£74.63	WW / 32	LG(MP)A 1976 s.19
Thames Water	Water for Westwoods	DD	£26.00	WW / 48	LG(MP)A 1976 s.19

Supplier	Service	Invoice #	Amount	Cost centre	Authority
Ian Hanks	Town Handyman Oct	Inv. 302	£123.25	TC / 17	PHA 1875 s.164
Brian Crossley	New Office Phone	Amplicom	£84.99	WW/35	LG (MP) A 1976 s.19
Cotswold District Council	Premises Licence	41207324	£180.00	WW/28	LG (MP) A 1976 s.19
Ian Hanks	Town Handyman	Inv.319	£188.00	TC / 63	PCA 1957 ss.1
Michael Hall	WW's Tree Work	Inv. 010	£480.00	TC/ 17	PHA 1875 s.164
Charlotte Hitchman	WW's Cleaning	Inv.008	£64.00	WW / 32	LG (MP) A 1976 s.19
Charlotte Hitchman	WW's cleaning	Inv. 009	£80.00	WW/32	LG (MP) A 1976 s.19
Mrs Maxwell	Active Together class	00126	£10.00	TC / 75	LG (MP) 1976 s.19

Supplier	Service	Invoice #	Amount	Cost centre	Authority
Westwoods Petty Cash	Petty cash	Cheq	£50.00	WW/71	LGA 1972 s.111
TT Pumps	Annual service	186067	£291.30	WW / 31	LG (MP) A 1976 s.19
Catrina Crompton	Xmas tree expenses	Tesco	£18.10	TC / 62	LG (MP) A 1976 s.19
Bibury Landscaping	Supply and erect Christmas tree	Inv. 7422	£744.00	TC / 62	LG (MP) A 1976 s.19
McCracken & Son	Grass Contractors for Cemetery, playing fields and Highways	Inv. 8255 Nov	£1119.60	TC / 60	HA 1980 s.9, PHAA 1907 s.76 & LGA 1972 s.214
Chaplins	Pantomime	G4016/Nor	£624.00	WW/28	LGA 1972 s.145
Spot On	Cleaning supplies	11978743	£66.96	WW/32	LG (MP) A 1976 s.19
SLCC	Ilca Training course	NORTH001	£118.80	TC/9	LGA 1972 s.11
O'Neill Homer	NDP bill	Inv. 496	£3699.92	TC/40	Localism Act 2001
Westwoods Centre	Hire of hall	10/2514	£14.00	TC / 12	LGA 1976 s.19
Mustoes Haulage	Snow warden work	Inv. 7595	£1215.00	TC/ 65	LGA 1972 s.11
Cellar Supplies	Bar stock	297973	£153.12	WW / 29	LG (MP) A 1976 s.19
Ian Hanks	Town Handyman	10011	£110.50	TC/62	PHA 1875 s.164
Zeta Printing	Town Trail	45279	£299.00	TC/12	LGA 1972 s.144
Sweetfuels	Oil for Westwoods	1187958	£1151.64	WW/48	LG(MP)A 1976 s.19
Cathedral Leasing	Sanitary bins	MI/1041429	£38.99	WW/32	LG (MP)A 1976 s.19
Tech Tonic	Computer rebuild	TBA	£251	TC /72	LGA 1972 s.111