

Northleach with Eastington Town Council

MINUTES OF THE TOWN COUNCIL MEETING HELD

ON Wednesday 21st February 2018

PRESENT: Cllr Colton (Chair), Cllr Will Rayner (Vice Chair), Cllr Alan Wellman, Cllr Hulcup, Cllr Andrew Wellman, Cllr Hewer, Cllr Rigby (arrived 7.15pm), Cllr Morley Blackwell, Cllr Brady, Cllr Waters, Cllr Paul Hodgkinson, Cllr Chris Hancock, Mrs Cat Crompton (Clerk) and 2 members of the public

159.	Cllr Hadley was unavailable and sent apologies
160.	Cllr Hulcup, Cllr Rigby and Cllr Rayner declared an interest in item 16 about the MUGA
	PUBLIC PARTICIPATION.
161.	There were no public questions
162.	PCSO Charlie Symes gave a report
162.1	<ul style="list-style-type: none"> • There have been a number of number plate thefts over the last week. Initially this was just BMW and Audi cars but now this is affecting other vehicles
Action 162.2	<ul style="list-style-type: none"> • Clerk to send out police report on this and information from this meeting
162.3	<ul style="list-style-type: none"> • The crime stats overall are down from 17 to 8 incidents over the last 3 months compared to the same period last year. The biggest increase is due to unlocked cars
162.3	<ul style="list-style-type: none"> • Councillors asked why there seems to be a lot of social media discussion which is not reflected in the crime figures. PCSO Symes explained that the crime statistics may not represent all the incidents reported. Sometimes multiple incidents are from the same event and occasionally "no further action" is taken
162.4	<ul style="list-style-type: none"> • Update on The Cotswold Store - the incident had been handed over to CID with little involvement from the local police team. It may be linked to another armed robbery in Chipping Campden.
163.	County Councillor Paul Hodgkinson gave a report
163.1	<ul style="list-style-type: none"> • Gloucestershire County Council (GCC) had its budget meeting last week. Council tax will rise by 4.49% to support adult social care and children's services which are under immense pressure due to high demand. The GCC budget is higher than expected as the central government support was cut this year.
163.2	<ul style="list-style-type: none"> • Highways Local scheme will be back in April with £20k for road safety schemes and £10k for the Lengthsman's scheme. Councillors need to agree what to request for Northleach
Action 163.3	<ul style="list-style-type: none"> • Clerk to add Highways Local to next meeting so councillors can agree some ideas • The Highways contract is up for renewal and Amey have not been shortlisted. Balfour Beatty, Griffiths, Ringway, Skanska and Volka Highways will be considered
163.4	<ul style="list-style-type: none"> • There will be £10k for Community Projects
Action 163.5	<ul style="list-style-type: none"> • Cllr Hodgkinson will send details of this fund once received
Action 163.6	<ul style="list-style-type: none"> • Clerk to add Community Projects onto the March meeting to gather ideas • No more information yet about Old A40 but information expected in the Summer
163.6	<ul style="list-style-type: none"> • Missing Link at Air Balloon consultation is underway and now open online. It was agreed that the video is not clear for people to view the options
Action	<ul style="list-style-type: none"> • Cllr Hodgkinson will see if this can be improved
164.	District Councillor Chris Hancock gave a report
164.1	<ul style="list-style-type: none"> • Cotswold District Council (CDC) have decided not to increase their Council Tax again this year and have frozen prices in garden waste licenses and car parking charges. This takes them from being the 63rd cheapest council to the 21st. It was recognised that they don't have some of the pressures that the County Council do, but it is the joint working between neighbouring councils which has produced savings.
164.2	<ul style="list-style-type: none"> • CDC used to get £1,400 per Ward Councillor from GCC for youth activities but this is not available now. Instead CDC have put aside £1k per councillor to enable youth funding
164.3	<ul style="list-style-type: none"> • Council have set aside £300,000 for electric car charging with some public charge points across the District. There are advanced discussions to include two at The Old Prison
164.4	<ul style="list-style-type: none"> • Launch of the Big Conversation was attended by 600 people. Residents are still being encouraged to get involved. This is about planning for the future across the county
164.5	<ul style="list-style-type: none"> • Cllr Hancock proposed that we use the April meeting to engage people in this
Action 164.6	<ul style="list-style-type: none"> • Clerk to include this on the April agenda • Neighbourhood Development Plan (NDP) consultation is under way. We have had responses from 3 statutory consultees so far plus some resident comments
Action	<ul style="list-style-type: none"> • Clerk to resend to residents for feedback and collate responses for the Steering Group

	MATTERS FOR DECISION
165. Resolution	Cllr Andrew Wellman proposed, Cllr Morley Blackwell seconded and it was unanimously RESOLVED to confirm the minutes of the Council Meeting held on 17 th January 2018 as a true and accurate reflection of the meeting once the following amendments have been made <ul style="list-style-type: none"> • Clerk to amend 144.1 to read Battery storage scheme not solar • Cllr Rigby to be added to winter working group
Action	Clerk to amend these points and Cllr Colton to sign final copy
166.	The Action Point Update and Clerk's Report from 17 th January 2018 was discussed
167.	Governance and policy:
167.1	<ul style="list-style-type: none"> • Councillors unable to agree GAPTC as the Internal Auditor for 2017 -2018 accounts as fees not yet available
Action	<ul style="list-style-type: none"> • Clerk to add to March meeting to discuss fees once received
167.2	<ul style="list-style-type: none"> • Council discussed whether councillors wish to receive all agendas published and it was agreed that these should all be published online once website set up for this as the boards may not have space
Resolution	<ul style="list-style-type: none"> • Cllr Brady proposed, Cllr Hewer seconded and it was unanimously RESOLVED that all agendas will be published online
Action	<ul style="list-style-type: none"> • Clerk to send agendas for all standing committees to webmaster ongoing
168.	Financial matters:
168.1	<ul style="list-style-type: none"> • Details of the bank balances were received and noted
Action	<ul style="list-style-type: none"> • Clerk to remove KGV payment and add to next KGV meeting
Action	<ul style="list-style-type: none"> • Mary to check Southern Electric bill as it seems quite high
Action	<ul style="list-style-type: none"> • Clerk to feedback outcome of bill at March meeting
Resolution	<ul style="list-style-type: none"> • Cllr Alan Wellman proposed, Cllr Hewer seconded and it was unanimously RESOLVED to authorise all the bills presented minus the 2 KGV payments listed incorrectly on this agenda
168.2	<ul style="list-style-type: none"> • Councillors discussed the defibrillator at The Westwoods Centre and whether to take over the responsibility and ongoing maintenance of the machine. Cllr Rigby proposed, Cllr Brady seconded and it was RESOLVED by a majority to take it over once appropriate training and understanding of what this entailed had been received. Cllr Waters and Cllr Morley Blackwell voted against the motion and Cllr Alan Wellman abstained.
Resolution	
168.3	<ul style="list-style-type: none"> • It was proposed that specific training is given to Mary, Brian and Clerk to ensure they are aware of all the responsibilities and checks necessary
Action	<ul style="list-style-type: none"> • Mary to contact the defibrillator machine customer services and ask what training is available and ensure we are compliant and understand what is expected
Action	<ul style="list-style-type: none"> • Mary to go through the Community Heartbeat checklist to ensure that we can cover all the points raised and get a full understanding and ensure there is full cover to do the weekly checks when Brian is unavailable
168.4	<ul style="list-style-type: none"> • Councillors considered whether the Town Council should take over the responsibility and ongoing maintenance of the Defibrillator attached to the Fire Station
168.5	<ul style="list-style-type: none"> • The Fires station looks after the machine and are prepared to continue to do this. However, they don't maintain the defib or supply replacement parts. The Fosse Lions recently replaced the battery on this one.
168.6	<ul style="list-style-type: none"> • Councillors commented that it was pleasing to see that the Fosse Lions and the Fire Station working together and thanked them for doing a good job with the machine
168.7	<ul style="list-style-type: none"> • Councillors discussed the location of the new defibrillator. The Pavilion and Market Place toilet block have both been identified as potential locations. Cllr Morley Blackwell proposed, Cllr Hulcup seconded and it was RESOLVED by a majority to locate it on the Pavilion
Resolution	<ul style="list-style-type: none"> • Cllr Brady proposed, Cllr Alan Wellman seconded and it was unanimously RESOLVED to purchase the defibrillator
Resolution	
Action	<ul style="list-style-type: none"> • Clerk to purchase the machine at a cost of £1,495 plus delivery and VAT
168.8	<ul style="list-style-type: none"> • Councillors were unable to consider redecorating quotes for the Westwoods Centre windows and doors as only 2 quotes have been received
168.9	<ul style="list-style-type: none"> • Councillors were updated on the Play Area. The Project Group have agreed a preferred supplier for Play Area and recommended Playdale to the Council. The Group have reviewed all the plans provided by suppliers and looked at how well the suppliers met the brief. Playdale were the only group that met the budget and had the majority of equipment that the group liked. The proposal came in on the budget £80k with a higher standard of ground surface and the fencing included. However, there is a lot of groundwork involved. The proposal from the project group is that we work with this supplier to refine the initial plan from them. Cllr Rigby proposed, Cllr Brady seconded and it was unanimously RESOLVED to engage Playdale as the
Resolution	

168.10 Resolution	<p>preferred supplier for the Play Area.</p> <ul style="list-style-type: none"> Councillors considered the application to CDC Youth Activities 17/18 fund. Cllr Hewer proposed, Cllr Waters seconded and it was unanimously RESOLVED to approach the local climbing wall centre to price up activities
Action	<ul style="list-style-type: none"> Cllr Rigby will contact them to prepare a programme of activities
Action	<ul style="list-style-type: none"> Clerk to complete the Funding Application form once details received
169.1	<p>Planning and tree works:</p> <ul style="list-style-type: none"> Council's response to application 17/05193/FUL, Oldhills Barn was recorded as no objection Council's response to 17/05205/FUL, Old Coal Yard Farm was recorded as no objection Council's response to 18/0069/LBC Tudor Cottage was recorded as no objection There were no urgent planning applications since the publication of the Agenda Cllr Hewer attended the Copse View appeal and the response will be known in 2 weeks Councillors considered the Licensing application variation: Mr Darren Weeks, Mobile Fish and Chip business and had no objection. It is believed that the variation may have changed again as the van is now positioned at Far Peak and not the Old Prison
Action	<ul style="list-style-type: none"> Clerk to submit this to Licensing Department
170.	<p>Traffic and transport:</p> <ul style="list-style-type: none"> Councillors discussed recent social media comments on traffic volumes and speeds A former policeman resident has reviewed the data and will come to the March meeting. There are some spikes at night and early morning but during the day the data does not indicate an issue.
170.1	<ul style="list-style-type: none"> Cllr Rayner proposed, Cllr Brady seconded and it was unanimously RESOLVED to move ahead with the Speed Watch as the PCSO suggested we start this in the Spring
170.2	<ul style="list-style-type: none"> Clerk to contact PCSO Mel Oliveira to organise training and publicise this widely
Resolution	
Action	
171.	<p>Neighbourhood Development Plan (NDP)</p> <ul style="list-style-type: none"> Councillors noted NDP has been distributed for Statutory Consultation which ends on 12th March. Afterwards we need to take on board all the comments and incorporate them where possible
171.1	<ul style="list-style-type: none"> Clerk to recommunicate this and keep a note of Statutory responses
Action	<ul style="list-style-type: none"> The Local Plan Modifications consultation is also out
171.2	<ul style="list-style-type: none"> Clerk to add it to the March meeting for a response
Action	
172.	<p>Councillors discussed the IT network quote received to update the Council's systems.</p> <ul style="list-style-type: none"> Cllr Andrew Wellman and Cllr Rigby have already been delegated the authority to make the decision and will speak to the supplier about all the details and feedback
Action	
173.	<p>Training</p> <ul style="list-style-type: none"> Councillors noted Planning Training being organised by CDC Planning Clerk will circulate details once the dates are communicated Clerk to organise a Good Councillor course one evening with GAPTC and advertise it locally to other councils
173.1	
Action	
Action	
174.	<p>Councillors considered the letter received from Town Trustees regards the provision of a MUGA using Youth Club Trust funds</p> <ul style="list-style-type: none"> The Trustees organise the Court Leet, hold the High Bailiff office, run the Almshouses, finance trips for school children where necessary and own the Northleach Downs. Cllr Hancock explained that the Trustees want to offer support if the Town Council decide to progress a MUGA Clerk to acknowledge the letter and thank them for their support
174.1	
174.2	
Action	
175.	<p>Councillors discussed the working group for a Spring Litter Pick</p> <ul style="list-style-type: none"> Clerk to share information with Cllr Waters who was not involved the last time. Clerk to organise a meeting with interested councillors and Fosse Lions in the next few weeks to agree a date Clerk to check with CDC on availability of equipment to assist with date planning
Action	
Action	
Action	
	MATTERS FOR INFORMATION
176.	<p>The draft minutes of the Finance Meeting on the 9th January were noted</p> <ul style="list-style-type: none"> Clerk to add "proposed" to 6.8
Action	
177.	<p>The draft minutes from KGV Meeting on 17th January were noted</p>
178.	<p>The draft minutes from Extraordinary Meeting on 5th February were noted</p> <ul style="list-style-type: none"> Clerk to add Extraordinary minutes to March meeting to be approved
Action	
179.	<p>The draft minutes from PPMC Meeting on 5th February were not yet available</p>

180.	No more updates were received from the working groups
181.	No further future Agenda Items were discussed
	Date and time of next meeting – Town Council on Wednesday 21st March 2018 at 7pm

There being no further business the meeting closed at 22.00 pm

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 (up to £500)

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