



# 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 20<sup>th</sup> June 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 14<sup>th</sup> June 2018, and signed by Mrs C. Crompton, Clerk to Northleach with Eastington Town Council

## 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 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	<b>Verbal</b>
	<b>MATTERS FOR DECISION</b>	
7.	To confirm the minutes of the Council Meeting held on 23 <sup>rd</sup> May 2018	<b>Attached</b>
8.	To receive the Action Point Update and Clerk's Report from 23 <sup>rd</sup> May 2018	<b>Attached</b>
9.	Governance and policy: <ul style="list-style-type: none"> <li>9.1 • Consider Internal Audit report for 2017 – 2018, Page 3 of the AGAR</li> <li>9.2 • Note Auditors recommendation about setting up authorisers for electronic payments</li> <li>9.3 • Consider and sign The Annual Governance Statement 2017 – 2018, Section 1 of AGAR</li> <li>9.4 • Consider and sign Accounting Statements for 2017 – 2018, Section 2 of AGAR</li> </ul>	<b>AGAR Attached as one document</b>
10.	<b>Financial Decisions:</b> <ul style="list-style-type: none"> <li>10.1 • To receive details of the bank balances</li> <li>10.2 • To record bills paid since the last meeting and approve bills for payment</li> <li>10.3 • Consider engaging Print Waste to securely recycle Council's waste paper at a cost of £35 per 10 bags of waste</li> <li>10.4 • Consider adding south side Fortey Road verges to grounds contract</li> <li>10.5 • Approve the final design and cost for the KGV Play Area</li> <li>10.6 • Authorise the Clerk to place the purchase order with Playdale Playgrounds Ltd</li> <li>10.7 • Approve the cost to remove the old playground equipment from KGV Play Area.</li> <li>10.8 • Agree to fund the £5,000 needed to complete the zip wire project</li> <li>10.9 • Consider request from Gloucestershire Diocese to share the cost 50:50 of repairing the damaged Cemetery wall.</li> <li>10.10 • Consider the request from The Cotswold Hall to support the cost of refurbishing the exterior clock at a cost of £10,000</li> </ul>	<b>Additional Page 2 Additional  Additional Additional Additional Additional  Additional</b>
11.	<b>Planning and tree works:</b> <ul style="list-style-type: none"> <li>11.1 • Consider Council's response to 18/01617/FUL, single storey rear extension, 12 Tayler Road</li> <li>11.2 • To discuss any urgent planning applications since the publication of the Agenda</li> </ul>	<b>Circulated Circulated</b>
12.	Discuss items to be considered for Cllr Paul Hodgkinson's Community Funding 2018 - 2019	<b>Additional</b>
13.	Receive information about new councillor recruitment	<b>Additional</b>
14.	<b>Traffic and transport:</b>	

	• Receive update on community Speed Watch	<b>Verbal</b>
15.	Neighbourhood Development Plan (NDP) update	<b>Verbal</b>
	<b>MATTERS FOR INFORMATION</b>	
16.	To note the draft minutes of the Westwoods Committee meeting on the 12 <sup>th</sup> June	<b>Attached</b>
17.	Receive updates from working groups	<b>Verbal</b>
18.	To receive Future Agenda Items: (Please note no decisions can be taken under this item)	<b>Verbal</b>
19.	<b>Date and time of next meeting</b> – Town Council Meeting on Wednesday 25 <sup>th</sup> July 2018 at 7pm	

**Details of financial transactions: Regular payments made (pre-approved): Up to 12<sup>th</sup> June 2018**

Payee	Service	Method	Amount	Cost centre	Authority
Total Salaries and Expenses	Salaries, pensions, PAYE, NIC and expenses for Clerk, Administration Assistant and Supervisor for May	SO and BACS	£3131.48	TC / 02	LGA 1972 s.112
Zen Internet	Broadband	DD	£32.40	TC / 05	LGA 1972 s.133
Pauline Rigby	Website Management	SO	£50	TC / 13	LGA 1972 s.142
Grundon	Waste collection	DD	£65.62	WW / 32	LG(MP)A 1976 s.19
Thames Water	Water for Westwoods	DD	£22.00	WW / 48	LG(MP)A 1976 s.19

**Payments authorised between meetings (max £500 per item) or to avoid late payment fees:**

Supplier	Service	Invoice	Amount	Cost centre	Authority
Ian Hanks	Town Handyman May	Inv. 10063	£114.75	TC / 17	PHA 1875 s.164

**Payments to be authorised:**

Supplier	Service	Invoice	Amount	Centre	Authority
McCracken & Son	Contractors for Cemetery, playing fields and Highways	Inv. 8495	£1119.40	TC / 60	HA 1980 s.9, PHAA 1907 s.76
Westwoods Centre	Exercise Class	10/2602	£42.00	TC / 12	LGA 1976 s.19
Gary Evans	Window Cleaning	090	£20.00	WW/32	LG (MP)A 1976 s.19
Broxap	New bin	229595	£251.94	TC / 5	LG (MP)A 1976 s.19
Charlotte Hitchman	Westwoods Cleaning	017	£80.00	WW / 32	LG (MP)A 1976 s.19
AXA Insurance	Inspire Insurance for Parish & Centre	Schedule	£2,423.65	TC / 7	LGA 1972 s.111
Clerks and Councils	Magazine Subscription	Annual	£12.00	TC / 6	LGA 1972 s.111