

Northleach with Eastington Town Council

MINUTES OF THE TOWN COUNCIL MEETING HELD ON Wednesday 20th June 2018

PRESENT: Cllr Alan Wellman (Chair), Cllr Rigby (Vice Chair), Cllr Andrew Wellman, Cllr Hewer, Cllr Morley Blackwell, Cllr Brady, Cllr Hulcup, Cllr Chris Hancock, Mrs Cat Crompton (Clerk) and 6 members of the public

19.	Cllr Hadley and Cllr Hodgkinson were unavailable and sent apologies
20.	No interests were declared
	PUBLIC PARTICIPATION.
21.	Public Question Time
21.1	<ul style="list-style-type: none"> • Keith Messenger spoke on behalf of the Northleach Fosse Lions who have raised £2000 for the Play Area and also have £500 ringfenced for the next defibrillator. The Lions are struggling for members and would like the Town Council to help. They would also like to help with the Zip wire and support with adult exercise equipment
21.2 Action	<ul style="list-style-type: none"> • Cllr Alan Wellman thanked the Lions for the funds raised • Clerk to write and thank the Lions for their donations and accept them on behalf of the Council
22.	Councillors received the quarterly police report. The Clerk explained that overall the number of incidents has decreased from the same period last year. Traffic related incidents have increased but it was noted that most of these took place outside of the Town itself.
23.	County Councillor Paul Hodgkinson sent a report
23.1	<ul style="list-style-type: none"> • Met with Danny Taylor last week and he updated me on a few highways matters:
23.2	<ul style="list-style-type: none"> • The list you compiled of highways issues in the town is being worked on. The first Lengthsmen Scheme week was last week and some things have been sorted. The rest will be completed during this summer.
23.3	<ul style="list-style-type: none"> • The Old A40 – Gloucestershire Highways have now confirmed that they are ready to get a formal quote from the contractor for work to be done to allow traffic back through. They are meeting Amey today to progress this. The key then of course will be how much the quote comes in at and when it can be done. As I get more info I'll share with you.
24.	District Councillor Chris Hancock gave a report,
24.1 Action	<ul style="list-style-type: none"> • Ubico has amended the way that we recycle some items
24.2	<ul style="list-style-type: none"> • Clerk to circulate the email about recycling from Cotswold District Council (CDC)
24.3	<ul style="list-style-type: none"> • Local Plan for the District has now passed the inspection and will need to be adopted and the new National Planning Policy Framework (NPPF) is coming out shortly
24.4	<ul style="list-style-type: none"> • The Big Conversation is helping decide how Gloucestershire will look in the next few years. One of the questions for 2050 is whether the AONB boundary is in the right place and is it big enough
24.4 Action	<ul style="list-style-type: none"> • The Hare needs to be handed over to the Town and it was agreed this should happen at the Charter Fair
24.5	<ul style="list-style-type: none"> • Cllr Brady to liaise with Cllr Hancock • Neighbourhood Development Plan (NDP) final documents have been sent off to CDC. There is a draft document on biodiversity which needs to be discussed by the Steering Group in order to take this to examination. CDC are asking for a list of examiners for us to choose from.
24.6	<ul style="list-style-type: none"> • Cllr Wellman thanked Cllr Hancock for all his additional work on the NDP
24.7	<ul style="list-style-type: none"> • Cllr Hancock informed the Council that Miss Rosemary Sly has bequeathed a lot of money to the Town. The Sly Trust has key objectives that could benefit the Town further.
	MATTERS FOR DECISION
25. Resolution	Cllr Andrew Wellman proposed, Cllr Hewer seconded and it was unanimously RESOLVED to confirm the minutes of the Council Meeting held on 23 rd May 2018 as a true and accurate reflection of the meeting and they were duly signed
26.	The Clerk went through the Action Point Update and Clerk's Report from 23 rd May 2018
27.	Governance and policy:
27.1	<ul style="list-style-type: none"> • The Council considered the Internal Audit report for 2017 – 2018, Page 3 of the Annual Governance and Accountability Return (AGAR)
Action	<ul style="list-style-type: none"> • Clerk to add this to next Finance Committee meeting to review
27.2	<ul style="list-style-type: none"> • Councillors noted the Internal Auditors recommendation about setting up authorisers for electronic payments
Action	<ul style="list-style-type: none"> • Clerk to add this to next Finance Committee to agree authorisers
27.3	<ul style="list-style-type: none"> • Councillors considered The Annual Governance Statement 2017 – 2018, Section 1 of AGAR.

Resolution	Cllr Brady proposed, Cllr Hewer seconded and it was RESOLVED by a majority to sign this section of the AGAR
27.4 Resolution	<ul style="list-style-type: none"> Cllr Rigby abstained from the vote. Councillors considered the Accounting Statements for 2017 – 2018, Section 2 of AGAR. Cllr Andrew Wellman proposed, Cllr Rigby seconded and it was unanimously RESOLVED to sign this section of the AGAR
Action	<ul style="list-style-type: none"> Clerk to complete all the remaining paperwork, submit to External Auditor and have it added onto the website
28.	Financial Decisions:
28.1 Resolution	<ul style="list-style-type: none"> Clerk detailed the bank balances and explained that much is earmarked funds or reserves. Cllr Hewer objected to £110k being on the Current account. Cllr Andrew Wellman proposed, Cllr Rigby seconded and it was unanimously RESOLVED to record the bills paid since the last meeting and approve the following bills for payment
Action	<ul style="list-style-type: none"> Clerk to amend salaries to be noted as a lump sum ongoing.
28.2 Resolution	<ul style="list-style-type: none"> Councillors considered engaging Print Waste to securely recycle Council's waste paper at a cost of £35 per 10 bags of waste. Councillors considered this to be important in light of General Data Protection Regulations. Cllr Hewer proposed, Cllr Brady seconded and it was unanimously RESOLVED to order these
28.3 Resolution	<ul style="list-style-type: none"> There has been an issue with the verges on the South side of Fortey Road. These were not handed over to us to maintain by Highways and should have been. For several years they were cut by the previous contractor. Clerk is asking Councillors to add these onto the Grounds Maintenance Contract as they should be maintained by us.
Resolution	<ul style="list-style-type: none"> Cllr Hewer proposed, Cllr Andrew seconded and it was unanimously RESOLVED to add these
Action	<ul style="list-style-type: none"> Clerk to circulate price from McCracken for approval
28.4 Resolution	<ul style="list-style-type: none"> The final design and costings for the KGV play area is in. Cllr Rigby explained that we have been looking at this proposal for several years and decided who we wanted to work with a few months ago. Cllr Rigby proposed, Cllr Morley Blackwell seconded and it was unanimously RESOLVED to approve the final design and cost for the KGV Play Area
28.5 Resolution	<ul style="list-style-type: none"> Cllr Morley Blackwell proposed, Cllr Rigby seconded and it was unanimously RESOLVED to authorise the Clerk to place the purchase order with Playdale Playgrounds Ltd
28.6 Resolution	<ul style="list-style-type: none"> The Playdale fee to remove the old equipment was over £11k. Cllr Hulcup has been liaising with other companies and has alternative prices which were discussed.
28.7 Resolution	<ul style="list-style-type: none"> Cllr Hulcup proposed, Cllr Brady seconded and it was unanimously RESOLVED that up to £3.5k would be set aside to clear the ground
28.8 Resolution	<ul style="list-style-type: none"> Councillors discussed the £5,000 needed to complete the zip wire project. The Council has received a grant from The Youth Club Trustees and a further £5k is needed for the equipment and some for ground clearance and quotes are being sought for those.
Action	<ul style="list-style-type: none"> It was agreed that Cllr Rigby and Clerk will review the earmarked figures now the final play area price is agreed and see if funds are available in the money set aside for play equipment
28.9 Resolution	<ul style="list-style-type: none"> Councillors considered the request from Gloucestershire Diocese to share the cost 50:50 of repairing the damaged Cemetery wall. Cllr Morley Blackwell proposed, Cllr Andrew Wellman seconded and it was unanimously RESOLVED to refuse the request as the Council does not have responsibility for that wall
Action	<ul style="list-style-type: none"> Clerk to inform the Diocese
28.10 Resolution	<ul style="list-style-type: none"> The Councillors considered the request from The Cotswold Hall to support the cost of refurbishing the exterior clock at a cost of £10,000
28.11 Resolution	<ul style="list-style-type: none"> Cllr Rigby suggested an amendment to the motion that we would support in principle the cost of refurbishing the clock and will agree an amount at a later date. Cllr Rigby proposed and Cllr Hulcup seconded and it was unanimously RESOLVED to consider this further at the Finance Meeting where the committee would look at potential funding
28.12 Resolution	<ul style="list-style-type: none"> Mary Hazell, a Trustee of the Cotswold Hall explained that every year the clock is serviced by the Cotswold Hall Trustees but it has not been working for 6 months. A local expert checked it but was unable to help and another company looked at it and has quoted £10k to repair it.
28.13 Resolution	<ul style="list-style-type: none"> The Clock was installed as a celebration of Queen Victoria's Diamond Jubilee. The Hall Trustees have always covered the cost of the hall and the clock is an asset to the Town.
28.14 Resolution	<ul style="list-style-type: none"> Councillors had various suggestions about funding. The Clerk explained that although the Council has the legal authority to spend money on clocks this does not mean that Councillors are obliged to spend funds on this.
Action	<ul style="list-style-type: none"> Clerk to add this to upcoming Finance Committee to review where funds might come from
29.	Planning and tree works:
29.1 Resolution	<ul style="list-style-type: none"> The Councillors considered Council's response to 18/01617/FUL, single storey rear extension, 12 Tayler Road. The applicant explained the ideas behind the application and that the roof

Resolution	has been lowered so as to not impact on the neighbours. Following a discussion Cllr Alan Wellman proposed, Cllr Andrew Wellman seconded and it was unanimously RESOLVED to support the application
Action 29.2	<ul style="list-style-type: none"> • Mary to submit the comment • There were no urgent planning applications since the publication of the Agenda
30. Action	The Councillors discussed Cllr Paul Hodgkinson's Community Funding 2018 – 2019 <ul style="list-style-type: none"> • Clerk to review the criteria and circulate to the Town for ideas and add to July agenda
31. Action	The Council requires three new councillors to support its work. <ul style="list-style-type: none"> • Clerk will communicate this out and Councillors were asked to speak to interested people
32.	Traffic and transport: Cllr Andrew Wellman gave an update on community Speed Watch. The group have been out a number of times and several people's details have been passed onto the police. If the same person offends then they will receive a visit from the Police
33.	A Neighbourhood Development Plan (NDP) update was given above at Minute 24
	MATTERS FOR INFORMATION
34.	The draft minutes of the Westwood's Committee meeting on the 12 th June were noted
35.	Updates from the working groups
35.1	• Herb Garden on the War Memorial has had a great response
35.2	• There has been requests for fruit trees and vegetable growing as well
Action	• Clerk to add this to a future PPMC agenda for discussion
36.	Future Agenda Items to include some of the actions above
37.	Date and time of next meeting – Town Council Meeting on Wednesday 25 th July 2018 at 7pm

There being no further business the meeting closed at 9.10 pm

Details of financial transactions: Regular payments made (pre-approved): Up to 12th 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 (up to £500) or to avoid late payment costs

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