

**Northleach with Eastington Town Council**

**MINUTES OF THE TOWN COUNCIL MEETING HELD ON Wednesday 19<sup>th</sup> September 2018**

PRESENT: Cllr Alan Wellman (Chair), Cllr Rigby (Vice Chair), Cllr Andrew Wellman, Cllr Hewer, Cllr Hulcup, Cllr Morley Blackwell, Cllr Brady, Cllr Platts, Cllr Hadley (left at 8.10pm after Point 13) Cllr Hodgkinson, Mrs Cat Crompton (Clerk) and 21 members of the public

<b>Minutes of the Meeting</b>	
<b>60.</b>	Cllr Nevins was unavailable and sent apologies
<b>61.</b>	Declaration of Interests
<b>61.1</b>	<ul style="list-style-type: none"> <li>• Cllr Andrew Wellman was advised by the Clerk that he may have a Pecuniary Interest for the Old A40 presentation and agenda item 15 relating to the road. Cllr Andrew Wellman explained that he does not believe that he does have any Interests to declare as the section of road is some distance from his property and outside of the parish boundaries</li> </ul>
<b>61.2</b>	<ul style="list-style-type: none"> <li>• Clerk to amend 61.2. Cllr Alan Wellman has been advised by the Clerk that he may need to declare a Personal Interest for the Old A40 presentation and in agenda item 15 relating to the road. Cllr Alan Wellman does not believe that he has any interests to declare for the same reasons given above.</li> </ul>
<b>61.3</b>	<ul style="list-style-type: none"> <li>• Cllr Rigby declared a Pecuniary interest in agenda item 14 regards the website</li> </ul>
<b>61.4</b>	<ul style="list-style-type: none"> <li>• Cllr Platts declared a Pecuniary Interest in agenda item 10 regards the Surgery</li> </ul>
<b>PUBLIC PARTICIPATION.</b>	
<b>62.</b>	<b>Presentation from Highways regards the Old A40 and Public Question Time</b>
<b>62.1</b>	Danny Taylor the Local Highways Manager and Cllr Mark Darlow-Joy, Highways Contracts Manager at Gloucestershire County Council gave the Town Council and attending residents an update. They presented plans and costings for repairing the closed Old A40 road.
<b>62.2</b>	Mark deals with capital repairs to the road network and gave background information on the landslip. This road has been monitored for years but a number of new cracks appeared and there was further movement. Although they didn't want to close it, Highways believed that was the safest thing to do so they could establish what the issues were. Instruments and bore holes were inserted into the ground around the landslip to monitor movement. These were checked monthly over the course of a year to determine the failure line and the impact of seasonal weather. Although failure lines can go up to 30 metres into the ground, it was established that the failure on the closed section is quite shallow. They believe that if it does slip further it would be only a shallow section affected. They considered rebuilding the supporting wall but this would have cost a very large amount. Initial figures to fully repair and reopen the road were estimated to be around £500k. The scheme would have been set against other busier and higher priority roads, Highways would not have been able to justify the cost and the road would not have been opened in the near future.
<b>62.3</b>	Having looked at all the options available, Highways are proposing the following in order to reopen the road. The proposed scheme would see a single lane track from near the top of the hill, running for about 150m down to the failed section. This would have hatched road markings to narrow the existing carriageway width down to a single running lane with passing places to manage traffic through the landslip area. At the existing area where the landslip has occurred they would install new timber post and rail fence line to form a barrier from passing vehicles. Coming down the hill the right-hand lane by the woods would be the lane that is opened. Highways propose to use the long single-track access and secure fencing as a traffic calming feature along with signage and bollards to reduce speeds. This will give vehicles plenty of time to slow down as they approach the affected area. A 17-metre-long section of the road will need to be dug out to rebuild the drainage pipes so water is removed rather than lubricating the ground which could accelerate the slippage. This is not a long-term permanent solution but it is a temporary one which will enable to road to be reopened. There would be a weight limit on vehicles implemented.
<b>62.4</b>	The total scheme will cost £58K and some of this has already been allocated. So far £10K has already been spent on the site with the investigations and safety measures and £6K has been spent on this design which leaves £42K to find. Danny Taylor has £5K from his minor works budget, Cllr Paul Hodgkinson has committed £6K this year and £6K next year from his Highways Local budget plus £5k from his Community Fund. This leaf £20K outstanding. Northleach Town Council were asked if they contribute half of this, £10K then Highways will community match fund the rest. Using all these

	sources of funding, the Old A40 could be reopened by the end of March. Although this affects several neighbouring parishes they do not raise Precepts which would enable them to contribute tax payer's money to the scheme.
<b>62.5</b>	Cllr Paul Hodgkinson thanked Danny and Mark for coming up with alternatives and a design which is achievable. The recent survey Paul did saw 152 people agree in principle to the road being reopened and 26 said no.
<b>62.6</b>	Residents spoke of some of the problems that were being experienced on the closed road which include fly tipping, unofficial camping and car racing. The alternative routes are looking becoming busier affecting residents on the junction of the traffic lights, along the Saltway and through Hampnett. Residents higher up the road are finding it very inconvenient to access Northleach easily. Residents heard from a business owner wanting to convert Old Hills Barn into a health and wellness business and explained that the social and economic benefit to Northleach could be substantial in terms of job creation and new activities.
<b>62.7</b>	Councillors explained that large requests for funds like this need to be considered carefully. Supporting the road repair was not budgeted for this year so if Councillors agree to support the reopening, they will need to review the Council's finances and consider the different options for funding the repairs.
<b>62.8</b>	Councillors discussed Agenda Item 15 at this point and the following was agreed:
<b>62.9</b>	<ul style="list-style-type: none"> <li>The Finance Committee meet on 9th October and will review the figures for this year against the budget and consider the Council's options.</li> </ul>
<b>Action 62.10</b>	<ul style="list-style-type: none"> <li>Clerk will prepare the financial information necessary</li> <li>Following this, an Extraordinary Meeting will be called (proposed date 15th October) to make a decision as Highways need a response in the next month.</li> </ul>
<b>Action</b>	<ul style="list-style-type: none"> <li>Clerk to organise the meeting, communicate it out and prepare background information</li> </ul>
<b>63.</b>	<b>Police report details incidents over a 3-month period for June, July and August 2018.</b>
<b>63.1</b>	<ul style="list-style-type: none"> <li>Compared to the same period last year, the number of incidents recorded have reduced from 17 to 10. The main changes are "violence against a person" and dwelling burglaries.</li> </ul>
<b>63.2</b>	<ul style="list-style-type: none"> <li>The police noted that Northleach remains one of the safest places in the Cotswolds based on incidents reported. Anti- social behaviour is tracking at half of last year's figures and the modest increase Road/Traffic incidents relates primarily to a rise in "Highway disruption"</li> </ul>
<b>63.3</b>	<ul style="list-style-type: none"> <li>Over the past three months, the daily average for RTC incidents for Northleach has been running at 0.098; all of these were non-injury with the majority related to low speed low impact collisions.</li> </ul>
<b>Action 63.4</b>	<ul style="list-style-type: none"> <li>Clerk will continue to report the speeding cars on the closed Old A40 when informed</li> <li>Some councillors believe there are a number of issues being discussed which are not being reported. Clerk urged people to report incidents directly to the Police on 101 for non-emergency or 999 during an emergency.</li> </ul>
<b>63.5</b>	<ul style="list-style-type: none"> <li>Cllr Hewer asked about Neighbourhood Watch groups and there was little knowledge of these across Town.</li> </ul>
<b>Action</b>	<ul style="list-style-type: none"> <li>Cllr Hewer will speak to the Police and local groups and feedback at the October meeting</li> </ul>
<b>64.</b>	<b>County Councillor Paul Hodgkinson gave a report</b>
<b>64.1</b>	<ul style="list-style-type: none"> <li>In addition to the work going on with Highways regards the Old A40, Cllr Hodgkinson gave updates on other local roads. The A429 has been repaired around Chedworth which should make a real difference.</li> </ul>
<b>64.2</b>	<ul style="list-style-type: none"> <li>From 5<sup>th</sup> – 17<sup>th</sup> October there is a large stretch between Northleach roundabout and Bourton which is being resurfaced. The work will take place overnight to minimise disruption. The new company Tarmac have been doing the work at less cost than before</li> </ul>
<b>Action</b>	<ul style="list-style-type: none"> <li>Clerk to communicate the details out to the Parish</li> </ul>
<b>65.</b>	<b>District Councillor Chris Hancock gave a report</b>
<b>Action 65.1</b>	<ul style="list-style-type: none"> <li>Cllr Hancock explained about the Community Champ awards</li> </ul>
<b>65.2</b>	<ul style="list-style-type: none"> <li>Clerk to communicate this out to the Parish</li> </ul>
<b>65.3</b>	<ul style="list-style-type: none"> <li>The NDP consultation closes on 17<sup>th</sup> October and then assuming no major issues are raised we will go to referendum on this</li> <li>Another parish has asked for advice as the Design Statement was particularly noted by CDC</li> </ul>
	<b>MATTERS FOR DECISION</b>
<b>66.</b>	The Minutes for the Town Council meeting on 25 <sup>th</sup> July were discussed.

<b>Action</b>	<ul style="list-style-type: none"> <li>Clerk to include the comment that Councillors had been pleased to see younger members of the community coming forward for Councillor roles</li> </ul>
<b>Action</b>	<ul style="list-style-type: none"> <li>Clerk to amend Point 47 which should have an action against it</li> </ul>
<b>Action</b>	<ul style="list-style-type: none"> <li>Clerk to amend the "Payment to be authorised" to reflect the revised Playdale deposit amount of £20,341.52</li> </ul>
<b>Resolution</b>	<ul style="list-style-type: none"> <li>Cllr Hewer asked that 47.1 be amended to state that she was against the amount of funds being held in the Current Account rather than deposit</li> </ul>
<b>Resolution</b>	<ul style="list-style-type: none"> <li>Cllr Brady proposed, Cllr Hadley seconded and it was unanimously <b>RESOLVED</b> to confirm the minutes of the Council Meeting held on 25<sup>th</sup> July 2018 (following these amendments) as a true and accurate reflection of the meeting.</li> </ul>
<b>Action</b>	<ul style="list-style-type: none"> <li>Clerk to amend the minutes and get them signed at the next meeting</li> </ul>
<b>67.</b>	The Action Point Update and Clerk's Report from 25 <sup>th</sup> July 2018 was reviewed
<b>68.</b>	<b>Financial Decisions:</b>
<b>68.1</b>	<ul style="list-style-type: none"> <li>The Council received details of the bank balances</li> </ul>
<b>68.2</b>	<ul style="list-style-type: none"> <li>Cllr Hewer asked for it to be recorded that she objected to the amount being held in the Current Account and asked that it be moved to the Deposit Account. The Clerk explained that most of the funds in the Current Account will be paid out shortly towards the play area. In addition, with the new Financial Regulations, only small amounts can be moved per month and only following a resolution by the Council.</li> </ul>
<b>68.3</b>	<ul style="list-style-type: none"> <li>Cllr Brady proposed, Cllr Rigby seconded and it was unanimously <b>RESOLVED</b> to record the bills paid since the last meeting and approve the list of bills for payment</li> </ul>
<b>68.4</b>	<ul style="list-style-type: none"> <li>The Council confirmed the date for 2018 -2019 Strategy Planning meeting for budget preparation will be on Thursday 4<sup>th</sup> October at 7pm</li> </ul>
<b>69.</b>	<b>Planning and tree works:</b>
<b>69.1</b>	<ul style="list-style-type: none"> <li>The Council's response on 18/02721/FUL for Barn at Folly Farm was recorded as a general comment regards Highways access, air quality and character of the existing barn.</li> </ul>
<b>69.2</b>	<ul style="list-style-type: none"> <li>The Council's response of no objection (by a majority) to 18/02677/FUL and 18/02830/LBC, Walton Cottage was recorded</li> </ul>
<b>69.3</b>	<ul style="list-style-type: none"> <li>The Council's comment of no objection on 18/02608/FUL, 17 Mays Crescent was recorded</li> </ul>
<b>69.4</b>	<ul style="list-style-type: none"> <li>The Council's comment of no objection, 18/01311/FUL, Winterwell Farm Cottage was recorded</li> </ul>
<b>69.5</b>	<ul style="list-style-type: none"> <li>The Council's comment on 18/02149/LBC &amp; 18/02148/FUL, Burgess House was no objection</li> </ul>
<b>69.6</b>	<ul style="list-style-type: none"> <li>There has been two urgent applications since the publication of the Agenda</li> </ul>
<b>69.7</b>	<ul style="list-style-type: none"> <li>Chequers application 18/03362/FUL, to face the block wall with a buff stone was discussed. Cllr Brady proposed, Cllr Morley Blackwell seconded and it was unanimously <b>RESOLVED</b> to comment no objection to the application</li> </ul>
<b>Action</b>	<ul style="list-style-type: none"> <li>Mary to submit the comment to Planning</li> </ul>
<b>69.8</b>	<ul style="list-style-type: none"> <li>Cllr Platts left the room as he had declared a Pecuniary interest on this Agenda item</li> </ul>
<b>69.9</b>	<ul style="list-style-type: none"> <li>Westwoods Surgery application 18/03229/FUL was discussed. Cllr Brady proposed, Cllr Hulcup seconded and it was <b>RESOLVED</b> by a majority (one unable to vote) that the Council have no objection. However, the plan used shows incorrect boundaries in the car park. Councillors thought it important to say the following "Councillors noted that the plan of the whole site incorrectly shows part of the Westwoods Centre car park as belonging to the Surgery. Although this does not affect the work proposed on the building they wanted to make this clear on their response and ensure that the replacement sign is positioned where the existing one is (and is indicated on the plan) and not on the Westwoods Centre's car parking space.</li> </ul>
<b>Action</b>	<ul style="list-style-type: none"> <li>Mary to submit this comment to Planning whilst submitting the Council's no objection</li> </ul>
<b>69.10</b>	<ul style="list-style-type: none"> <li>Councillors receive Tree Officers report on the Churchyard trees and considered advice given</li> </ul>
<b>Action</b>	<ul style="list-style-type: none"> <li>Clerk has approached four companies to quote on the work recommended and will forward the prices received to Councillors and The Farmington Trust once received as they have offered to contribute to the costs</li> </ul>
<b>69.11</b>	<ul style="list-style-type: none"> <li>Councillors noted the emergency work to the Water Meadow tree on 11<sup>th</sup> September</li> </ul>
<b>70.</b>	
<b>70.1</b>	<ul style="list-style-type: none"> <li>Councillors noted the letter received from Neil Fletcher about the use of Westwoods for Men in Sheds. Cllr Brady suggested that we invite Neil along to the next meeting to explain more</li> </ul>
<b>70.2</b>	<ul style="list-style-type: none"> <li>In principle the Council support the idea of a Northleach Men in Sheds and would like to know more about the plans and costs involved</li> </ul>
<b>Action</b>	<ul style="list-style-type: none"> <li>Clerk to invite him along to October meeting to explain the proposed plans for the garden, to consider the use of the recycling area and give a detailed breakdown of costs</li> </ul>
<b>71.</b>	Councillors considered items to be requested from Cllr Paul Hodgkinson's Community Funding pot for 2018 – 2019
<b>71.1</b>	<ul style="list-style-type: none"> <li>Paul has already committed some funds for the road and there is a couple of thousand left</li> </ul>

71.2  <b>Action</b>	<ul style="list-style-type: none"> <li>The Council has several ideas including exercise equipment and Men in Sheds but more information on costings is needed. Cllr Hewer proposed that funds are requested for the Stay Strong and Sturdy exercise class in order for it to continue</li> <li>Clerk to process the application</li> </ul>
72.	<p>There were no candidates at the moment to be co-opted though there is interest from several people which is encouraging Clerk to add this onto October meeting</p>
73.  73.1 73.2 73.3 73.4  <b>Action</b>  <b>Action</b>	<p>Councillors considered changing website hosting to include higher levels of support including recovery and authorise emergency support from Securi at an estimated cost of £200 when necessary</p> <ul style="list-style-type: none"> <li>Cllr Rigby had declared a Pecuniary interest but was invited to explain what the issue was as she had to recover the website the last time there was an issue</li> <li>Cllr Rigby explained that he website has been hacked several times and she has needed to rebuild it and recover the data but she may not be in a position to do this again</li> <li>We have been with the same web hosting company for some time. The hosting company is not so familiar with Word press, they don't do back-ups and we are expected to recover it</li> <li>It was suggested that either we move to a hosting company who can help with recovery if the website gets hacked again so we can go through a provider to help rebuild the system</li> <li>Cllr Brady has experienced a similar situation and will put Cllr Rigby in touch with a supplier to discuss this with</li> <li>Cllr Rigby will look at alternative hosting companies as well</li> </ul>
74.  74.1  74.2	<p><b>Traffic and transport:</b></p> <ul style="list-style-type: none"> <li>Councillors considered the information received from GCC and Highways Amey about the proposed Old A40 repairs to the closed road, The next steps are recorded above in 62.9 &amp; 62.10</li> <li>Councillors receive an update on Community Speed Watch. The team are out on a regular basis when the machines are available and there will be more checks in the next few months</li> </ul>
75.     <b>Action</b>  75.1 75.2 75.3 <b>Action</b>	<p>Councillors considered recent crime and Charter Market issues in the Market Place and considered what actions the Town Council can take There have been two break ins recently and anti-social behaviour. There is no CCTV in the Town Market Place though some individual businesses have them.</p> <ul style="list-style-type: none"> <li>Cllr Brady will talk to another Town Council who have installed CCTV and the local businesses and see what we can do. There needs to be support from local businesses as there are legal implications about the data.</li> <li>The Town Council do not have any responsibility for the Market Place or ownership for any buildings on which these might be installed.</li> <li>Cllr Hancock suggested the toilet block which is owned by CDC may be a good location and the Black Cat is a community hub and may be interested</li> <li>There is a local Community Watch group but few councillors were aware of this</li> <li>Cllr Hewer is investigating Neighbourhood Watch groups as per Minute 63.5</li> </ul>
76.  76.1  76.2	<p><b>Play Area</b></p> <ul style="list-style-type: none"> <li>Councillors noted that Cotswold Farm Buildings have been instructed to remove the old playground equipment and prepare the ground for installation. The estimated cost is £2,810</li> <li>Work will start on Friday 21<sup>st</sup> to dismantle and prepare the ground then there will be a gap and the Play Area will be installed in October</li> </ul>
77.  77.1  77.2  <b>Action</b>  77.3  <b>Resolution</b>  77.4	<p>Councillors discussed the Zip Wire project including fundraising and ground clearance.</p> <ul style="list-style-type: none"> <li>The total cost of the project is £10k and we have obtained £5k from Town Trustees. There was a heated discussion about where this money should come from, what the priorities are for the Council and how to balance this with other financial requests.</li> <li>The Clerk explained that the £5K donation has been made specifically for the Zip Wire and cannot be used for any other purpose</li> <li>Clerk to get the accounts up to date for detailed discussions at October Finance and the Extraordinary meeting</li> <li>Cllr Hulcup suggested that we explore alternative options for authorising an application to the County Council</li> <li>Cllr Morley Blackwell proposed, Cllr Hadley seconded that the money is allocated to the Zip Wire from existing. The councillors voted and 4 agreed and 5 disagreed.</li> <li>Cllr Hulcup suggested that the purchase is suspended until we achieve further funding. It was agreed that Cllr Hulcup seek further funding. Cllr Andrew Wellman proposed, Cllr Hulcup seconded and it was agreed by a majority</li> </ul>

<b>Action</b>	<ul style="list-style-type: none"> <li>Cllr Rigby to speak to Cllr Paul Hodgkinson and see if there are any further funds available that could be allocated to this.</li> </ul>
<b>Action</b>	<ul style="list-style-type: none"> <li>Clerk to add the zip wire to the October agenda</li> </ul>
<b>MATTERS FOR INFORMATION</b>	
<b>75.</b>	Note Neighbourhood Plan is out for consultation. Closing date for comments is 17th October
<b>76.</b>	The draft minutes of the PPMC Committee meeting on the 10 <sup>th</sup> September are not finished
<b>77.</b>	The draft minutes of the Extraordinary Meetings on 13 <sup>th</sup> August and 10 <sup>th</sup> September were noted Clerk to add to next meeting to October to be signed off
<b>78.</b>	Clerk to organise another winter planning group meeting
<b>79.</b>	Future Agenda Items: (Please note no decisions can be taken under this item)
<b>Action</b>	<ul style="list-style-type: none"> <li>Clerk to organise a meeting for the Adult Exercise group in November</li> </ul>
<b>Action</b>	<ul style="list-style-type: none"> <li>Information about local policing initiative to be shared in October</li> </ul>
<b>80.</b>	<b>Date &amp; time of next meeting</b> – Town Council Meeting on Wednesday 17 <sup>th</sup> October 2018, 7pm

There being no further business the meeting closed at 21.35 pm

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

Payee	Service	Method	Amount	Cost centre	Authority
Total Salaries	Salaries, pensions, PAYE and NIC for Clerk, Administration Assistant and Supervisor for July and August	SO and BACS	£7,542.84	TC / 02	LGA 1972 s.112
Zen Internet	Broadband	DD	£64.80	TC / 05	LGA 1972 s.133
Pauline Rigby	Website Management	SO	£100.00	TC / 13	LGA 1972 s.142
Grundon	Waste collection	DD	£78.67	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
Wildlife Trust	NDP Environment Maps	10109	£228.00	TC / 40	Localism Act 2001
Community Heartbeat	Westwoods Defib battery	2632	£324.00	TC / 57	LGA 1972 s.137
David Payne Electrics	Churchyard lamp	3390	£40.20	TC / 63	LGA 1972 s.215
DM Payroll	Payroll Services (2017 – 2018)	178.17/18	£61.50	TC / 8	LGA 1972 s.111
Mrs Maxwell	Exercise class shortfall	157	£45.00	TC / 75	LGA 1976 d.19
Eastwood Pest Control	Pest control	3237	£126.00	WW / 32	LGA 1894 s.89
Eastwood Pest Control	Pest Control	3411	£90.00	WW / 32	LGA 1894 s.89
Ian Hanks	July Handyman	10104	£108.50	TC / 62	PHA 1875 s. 164
Ian Hanks	August Handyman	10123	£85.00	TC / 62	PHA 1875 s. 164
Brian Crossley	Temp Event Licence	667435	£21.00	WW / 28	LGA 1972 s.145
Parish Online Ltd	Mapping Service	23UC074	£120.00	TC / 49	LGA 1972 s.111
Move it or Lose it	Exercise class shortfall (6 wks)	CM1	£105.00	TC / 75	LGA 1976 s.19

#### Payments to be authorised

Supplier	Service	Invoice	Amount	Centre	Authority
GAPTC	Better Councillor course	5964	£95.00	TC / 9	LGA 1972 s.111
Travis Perkins	Weed killer	APL926	£19.52	TC / 62	LGA 1894 s.8
CIA Fire & Security	Alarm Service	191400	£80.26	WW/ 31	LGA 1894 s.8
Westwoods Centre	Exercise Class hall hire	10/2649	£84.00	TC / 12	LGA 1976 s.19
Cathedral Leasing	Sanitary bins	MI/109901	£38.99	WW/ 32	LG (MP) A 1976 s. 19
Gary Evans	Window Cleaning	100	£20.00	WW/ 32	LG (MP) A 1976 s. 19
Cellar Services	Bar stock	309436	£285.97	WW / 29	LG (MP) A 1976 s. 19
Cellar Services	Bar Stock	309533	£29.99	WW / 29	LG (MP) A 1976 s. 19
Dave Payne Electrics	Emergency light repairs	3796	£1,149.94	WW / 31	LGA 1894 s.8
Viking Direct	Office Supplies	488685	£9.35	TC/5	LGA 1972 s.111
Viking Direct	Office supplies	483101	£30.18	TC / 5	LGA 1972 s.111
Viking Direct	Office Supplies	488692	£3.59	TC / 5	LGA 1972 s.111