



# 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> March 2019 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 13<sup>th</sup> March 2019 and signed by Mrs C. Crompton, Clerk to Northleach with Eastington Town Council

## \*\*\*\*\*Northleach with Eastington Neighbourhood Plan Information Session at 6.15 pm\*\*\*\*\*

1.	To receive apologies for absence	Verbal
2.	To receive Councillors' declarations of interests	Verbal
<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.	Verbal
4.	To receive the Police report	Attached
5.	To receive a report from County Councillor Paul Hodgkinson	Verbal
6.	To receive a report from the District Councillor Chris Hancock	Verbal
<b>MATTERS FOR DECISION</b>		
7.	To confirm the minutes of the Council Meeting held on 27 <sup>th</sup> February 2019	Attached
8.	To receive the Action Point Update and Clerk's Report from 27 <sup>th</sup> February 2019	Attached
9.	<b>Financial Decisions:</b>	
9.1	• To receive details of the bank balances	Additional Verbal
9.2	• Consider renewal of annual membership to Gloucestershire Association of Parish and Town Councils at a cost of £465.58	
9.3	• Consider services available from Auditors and agree Internal Auditor for 2018 -2019	Additional Additional Page 2
9.4	• Consider quotes received to undertake valuations on Council buildings	
9.5	• To record bills paid since the last meeting and approve bills for payment	
10.	<b>Governance and Policy</b>	
10.1	• Note that the Referendum on the Northleach with Eastington Neighbourhood Plan will take place on Thursday 21 <sup>st</sup> March at The Cotswold Hall	Verbal
10.2	• Note that the formal Notice of the 2 <sup>nd</sup> May Election will be out on 18 <sup>th</sup> March	Verbal
10.3	• Note that nomination packs for residents applying to be a Councillor on 2 <sup>nd</sup> May are now available until the 3 <sup>rd</sup> April	Verbal
11.	<b>Planning and tree work:</b>	
11.1	• Consider planning application 19/00682/FUL at 4 Dutton Leys for a single storey rear extension and front two storey extension.	Circulated
11.2	• Consider planning application 19/00707/FUL at Cats Abbey Hall for proposed stables block (3 stables) and hay store.	Circulated
11.3	• To discuss any urgent planning applications since the publication of the Agenda.	Circulated
12.	Agree format for Annual Town Meeting on Wednesday 24 <sup>th</sup> April at 7pm	Additional
13.	<b>Project Work</b>	
13.1	Consider quotes received for new path around the KGV Play Area and agree contractor	Attached
13.2	Consider grant application to Cotswolds AONB for new path around KGV Play Area	Verbal
14.	Receive update on Northleach Spring Clean to take place on Saturday 27 <sup>th</sup> April	Additional

15.	Agree structure and times for future Councillor Surgeries	<b>Verbal</b>
<b>MATTERS FOR INFORMATION</b>		
16.	Note draft minutes from PPMC meeting on 11 <sup>th</sup> February	<b>Attached</b>
17.	Note draft minutes from confidential discussion on 27 <sup>th</sup> February regarding a lease	<b>Attached</b>
18.	Update on Men in Sheds project from Cllr Platts	
19.	To receive Future Agenda Items: (Please note no decisions can be taken under this item)	<b>Verbal</b>
20.	<b>Date &amp; time of next meeting</b> – Annual Town Meeting on Wednesday 24 <sup>th</sup> April 2019 at 7pm	<b>Verbal</b>

**Details of financial transactions: Regular payments made (pre-approved): Up to 8<sup>th</sup> March 2019**

Payee	Service	Method	Total Amount	Cost centre	Authority
Total Salaries	Salaries, pensions, PAYE and NIC for Clerk, Administration Assistant and Supervisor for February	SO and BACS	£2,886.09	TC / 02	LGA 1972 s.112
Zen Internet	Broadband	DD	£32.40	TC /05	LGA 1972 s.133
Pauline Rigby	Website Management	SO	£50.00	TC / 13	LGA 1972 s.142
Grundon	Waste collection	DD	£67.06	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
Eastwood Pest Control	KGV Play Area	3933	£118.80	TC / 17	LGA 1894 s.89
Amanda King	Cleaning	130304	£180.00	WW / 32	LG (MP)A 1976 s.19
Vicki Hewer	Men in Sheds meeting	BC	£11.45	TC / 11	LGA 1972 s.111
Zeta	Walking Trail leaflet	48199	£150.00	TC / 12	LGA 1972 s.137
Catriona Crompton	Parcel2go leaflet distribution	41636989	£410.40	TC / 40	Localism Act 2001
Catriona Crompton	Netgear Wi Fi equipment	1575558	£666.77	TC / 72	LGA 1972

**Payments to be authorised:**

Catriona Crompton	Printing at home (see detail on additional sheet)	HP Instant Ink invoices	£89.50	TC / 5	LGA 1972 s.111
Catriona Crompton	NDP overtime for communication, organising leaflet printing and leaflet distribution process	February / March 2019	£51.51	TC / 40	Localism Act 2001
Catriona Crompton	Mileage to collect labels and take collection of leaflets	February 26 <sup>th</sup> and 27 <sup>th</sup>	£24.48	TC / 40	Localism Act 2001
Tim Dyson	Handyman work January	Jan	£37.48	TC / 62	PHA1875 s.164
Tim Dyson	Handyman work February	Feb	£37.48	TC / 62	PHA 1875 s.164
CDC	Labels for NDP leaflet	41250307	£15.00	TC / 40	Localism Act 2001
Action Colour	Printing of Leaflets for NDP	20378	£121.00	TC / 40	Localism Act 2001
Chaplins	Panto 2019 deposit	B4095 / NOR	£180.00	WW / 28	LG(MP)A1976 s.19
Mrs Maxwell	Exercise class shortfall Feb	182	£77.00	TC / 75	LGA 1976 s.19
Scribe Ltd	Accounts package 2019 /20	365	£416.40	TC / 5	LGA 1972 s.111
Pauline Rigby	Backups and spam protection	283NLTC	£31.02	TC / 13	LGA 1972 s.142
Elite Ltd	Linux hosting website	240977	£55.20	TC /13	LGA 1972 s.142
Spot On Supplies	Cleaning Equipment	12023957	£72.02	WW / 32	LG(MP)A1976 s.19
Elite Ltd	Website renewal	240770	£96.00	TC /13	LGA 1972 s.142
Westwoods Ctr	Exercise Class hall hire	10/2759	£84.00	TC / 12	LGA 1976 s.19
Viking Direct	Envelopes for NDP	30489	£19.67	TC / 40	LGA 1972 s.111
McCracken	Grounds Maintenance for February 2019 and compost bay clearance	8873	£1,400.40	TC / 60	HA 1980 s.9, PHAA 1907 s.76 & LGA 1972 s.214
McCracken	Grounds Maintenance for 2017 / 18 for August, December and January	8116, 8291, 8330	£3,358.80	TC / 60	HA 1980 s.9, PHAA 1907 s.76 & LGA 1972 s.214
McCracken	Grounds Maintenance for 2018 / 19 for July, August and September	8581, 8624 and 8673	£3,571.20	TC / 60	HA 1980 s.9, PHAA 1907 s.76 & LGA 1972 s.214