

Northleach with Eastington Town Council

MINUTES OF THE TOWN COUNCIL MEETING HELD ON Wednesday 23rd January 2019

PRESENT: Cllr Rigby (Vice Chair), Cllr Andrew Wellman, Cllr Hewer, Cllr Morley Blackwell, Cllr Platts, Cllr Hulcup, Cllr Sanders, Mrs Cat Crompton (Clerk). There were no members of the public present

150.	Cllr Alan Wellman, Cllr Emma Nevins, Cllr Caroline Brady were unavailable and sent apologies
151.	No interests were declared.
151.1	<ul style="list-style-type: none"> • Cllr Andrew Wellman asked whether Councillors need to declare interests in order to discuss the Precept request or apply for a dispensation?
151.2	<ul style="list-style-type: none"> • Clerk explained that Cotswold District Council have advised that this is not necessary as Precept setting is exempt from disclosure as a prejudicial interest.
PUBLIC PARTICIPATION	
152.	There were no public questions
153.	The Councillors received the latest Police report and noted that incidents dealt with by the Police have risen from 7 in the 3 months October, November, December 2017 to 12 in the same period in 2018. The main increase was in burglaries and fraud. It was noted that the 2017 figures had been particularly low.
Action	<ul style="list-style-type: none"> • Clerk to continue to communicate safety messages to the community
154.	County Councillor Paul Hodgkinson gave a report:
154.1	<ul style="list-style-type: none"> • Old A40 update – The work is scheduled and needs to be completed by the current contractor by 31st March so work should start soon
154.2	<ul style="list-style-type: none"> • Cllr Andrew Wellman asked whether a full repair can be done now that the government has announced an additional £150m funding for the whole country.
154.3	<ul style="list-style-type: none"> • Cllr Hodgkinson explained that Gloucestershire received only a small amount of this new funding and there are other priorities in the County.
154.4	<ul style="list-style-type: none"> • Cllr Hodgkinson has been speaking to Pulhams. The 801 bus route from Cheltenham and to Moreton is being reviewed. The Councillors explained that only half of the buses stop in Northleach so the service is inconsistent. There was also a discussion about school buses
Action	<ul style="list-style-type: none"> • Clerk to ask the group what their feedback is on the current bus services
154.5	<ul style="list-style-type: none"> • Pleased to confirm that the grant scheme Growing Our Communities has awarded £500 to the Strong and Sturdy class which will enable it to continue
154.6	<ul style="list-style-type: none"> • Cllr Hewer thanked Cllr Hodgkinson for his support with this grant. The class is really important for those needing exercise and support after a fall or surgery
154.7	<ul style="list-style-type: none"> • Further ideas are needed for the fund which will run for another 2 years.
154.8	<ul style="list-style-type: none"> • Councillors are considering a path around the play area as this section of the field gets very muddy. There has been a number of requests for bike racks as well and both of these ideas fit the criteria
Action	<ul style="list-style-type: none"> • Clerk to add these to the next relevant agendas
155.	District Councillor Chris Hancock gave a report
155.1	<ul style="list-style-type: none"> • The NDP Inspectors report had now been published. He approves the plan and recommends it for referendum which should take place in March. The Steering Group will now plan how to deliver the information to the Parish.
Action	<ul style="list-style-type: none"> • Cllr Hancock, Cllr Rigby and Cllr Hewer will meet to review the communication
Action	<ul style="list-style-type: none"> • Clerk to publicise this in the Parish Magazine, email list, Facebook and boards and organise the leaflet printing
155.2	<ul style="list-style-type: none"> • The plan aims to deliver additional parking for the town, enhancements in the Market Place, improvements to the Primary School, designation of green spaces around the Town, better protection of our heritage through the Design Code and other benefits., The green ring will need some permissive footpaths and there are some good local examples of this. If the referendum is successful, it will deliver 25% more funding for infrastructure from new developments rather than the current 15% received.
155.3	<ul style="list-style-type: none"> • In Gloucestershire, 30 plans have started, 1 has failed and so far, only 2 have finished. The referendum, with a question devised by Cotswold District Council, requires a simple majority of 50% plus 1 to succeed.
155.4	<ul style="list-style-type: none"> • It was noted that The Sly Trust has been shortlisted to the final 13 for an architectural award
155.5	<ul style="list-style-type: none"> • There is an Almshouse vacancy which is available to residents of the Parish
Action	<ul style="list-style-type: none"> • Clerk to help advertise this vacancy shortly
MATTERS FOR DECISION	

<p>156. Resolution</p>	<p>Cllr Morley Blackwell, Cllr Andrew Wellman and it was unanimously RESOLVED To confirm the minutes of the Council Meeting held on 12th December 2018 as a true and accurate reflection of the meeting and these were duly signed</p>
<p>157. 157.1 Action Action Action Action</p>	<p>Councillors receive the Action Point Update and Clerk's Report from 12th December 2018</p> <ul style="list-style-type: none"> • In order for the Clerk to authorise dispensations, we need to amend the Standing Orders • Clerk to amend the documents to be adopted and add to February meeting • Clerk has tried to contact Cotswold Friends many times regards Men in Sheds. Councillors agreed that we will now wait for them to contact us back • Clerk to explain to resident that we have not heard anything from Cotswold Friends yet • Cllr Rigby, Cllr Hulcup and Cllr Alan Wellman will meet regards the Men in Sheds idea when There is more information
<p>158. 158.1 158.2 Resolution 158.3 Action 158.4 Resolution Action</p>	<p>Financial Decisions:</p> <ul style="list-style-type: none"> • Councillors received details of the bank balances • Cllr Rigby proposed, Cllr Morley Blackwell seconded and it was unanimously RESOLVED to accept the bills paid since the last meeting and approve the attached bills for payment • The Council received information in respect of terms of lease to Northleach Club Ltd. The Clerk has been speaking to various bodies to establish the Council and Trust's position • Clerk to update the Council when all the information is back and arrange a KGV Trust meeting to discuss this • Councillors discussed the renewal of the Grounds Contract Maintenance 2019 -2020. The Council have already agreed that they will renew with McCracken for one further year and then go out to tender for subsequent contracts • Cllr Morley proposed, Cllr Andrew Wellman seconded and it was unanimously RESOLVED to accept the renewed contract with a 2% increase • Clerk to confirm this renewal with the contractor
<p>159. 159.1 159.2 159.3 Resolution Action 159.4 Resolution 159.5 Resolution 159.6 159.7 Resolution Action</p>	<p>Budget 2019 – 2020 Planning and Precept Request</p> <ul style="list-style-type: none"> • Councillors received the Year to Date Financial Statement April to end December 2018 • Councillors considered the proposed Budget 2019 - 2020 and discussed the recommendations of the Finance, Funds and Grants Committee • It was proposed that we allocate the developer's parking donation (for use of the Westwoods car park) towards projects within the Westwoods Centre. • Cllr Rigby proposed, Cllr Morley Blackwell seconded and it was unanimously RESOLVED to allocate it to the Capital budget • Clerk to update the accounts system to include this • Councillors discussed some of the figures included in the proposed Budget. Although it is accepted that there is a need to update the security system, Councillors were not prepared to accept the suggested figure of £6K as they have not received the quotes. • Cllr Morley Blackwell proposed, Cllr Platts seconded and it was unanimous RESOLVED to reduce the security system budget down to £4K. It was suggested that the cost of this work could be spread over several years. • The Finance Committee reviewed all the category 1 – 4 items as agreed at the Strategy Meetings and how they sat within the budget. The Category 1 items are essential to ensure the Council is looking after its responsibilities. The Category 2 items include items which are frequently requested. Including all these, the budget requirement is an additional £10,389. It was noted that £4K will be in shortly from the parking donation • Cllr Rigby proposed, Cllr Morley Blackwell seconded and it was unanimously RESOLVED to accept an additional budget requirement of £6,389. • Councillors discussed the Precept amount for 2019 -2020 to be requested from Cotswold District Council • Last year, the Precept request was £70,492 which was £92.6 for a Band D house which is the average that the amounts are worked out on. An additional £6,389 is required to conduct the Council's business in 2019 -2020. This will be an additional £3.89, which is a 4.3% increase for a Band D house. It works out as an additional £0.09 per week over the 44 weeks that the Council Tax is collected. • Cllr Hulcup proposed, Cllr Andrew Wellman seconded and it was unanimously RESOLVED to request £76,881 which is the additional budget requirement to be requested from CDC • Clerk to submit the Precept request form by end of January
<p>160. 160.1 160.2</p>	<p>Planning and tree work:</p> <ul style="list-style-type: none"> • Noted Council's response to 18/04429/FUL and 18/04430/LBC at Cotswold House, High Street • Councillors considered Council's response to application 18/04914/FUL, North Wing, College

Resolution 160.3	House. Cllr Hulcup proposed, Cllr Andrew Wellman seconded and it was RESOLVED by a majority to submit a no objection comment. (There was 1 abstention from a councillor who had not had an opportunity to review the plans). <ul style="list-style-type: none"> There were no urgent planning applications since the publication of the Agenda
161. 161.1 161.2 161.3 161.4 Action	Councillors considered the meeting schedule for 2019 – 2020 <ul style="list-style-type: none"> The KGV meetings now seem to be every 3 months rather than every two. The TOR state 4 Westwoods meetings a year and the schedule only shows three. Clerk advised that she did not have the capacity for any more meetings and that the Westwoods could manage on 3 a year as the Supervisor picks up day to day issues. The Staffing Meeting on 7th May should be removed. The Elections may have an impact on which councillors are involved in this. The first May meeting needs to be within 14 days of the election Clerk and Mary to review these suggestions
162. 162.1 162.2 Action 162.3 Action 162.4 Action Action	Cllr Morley Blackwell gave general information from the first Councillor Surgery on 5 th January. <ul style="list-style-type: none"> There was a good response and a range of issues highlighted. All the feedback has been passed to the Clerk who has been in touch with residents where necessary. The Clerk explained that some issues are already in hand and others have been added onto action lists or committees. Those that are not our responsibility have been passed to other bodies. Cllr Morley Blackwell explained that it would be useful to have signage outside and within the café and on the table to show people where to go. In addition, leaflets or sheets detailing contact details for us and other groups such as Cotswold District Council and Gloucestershire County Council would be useful Mary to compile support contact details sheet, in addition to the Town Council one they had, appropriate signage and name badges The Councillors who ran the Surgery felt that communications aimed at targeted issues would be very useful such as parking on pavements. Clerk to draw up this communication but will need advice from Police and parking teams There was a specific request for bike racks in the Market Place during the Surgery Clerk to ask Highways about bike racks during walkabout and then add to PPMC Cllr Brady will run a short information session for those running the next few surgeries
163. 163.1 Resolution Action	Councillors considered the proposed signage for the aerial runway to be installed in February <ul style="list-style-type: none"> Cllr Hulcup proposed, Cllr Morley Blackwell seconded and it was unanimously RESOLVED to go ahead on the proposed sign and to spend up to £300 to purchase and install it Mary to order the sign and liaise with Cllr Hulcup on installing it
MATTERS FOR INFORMATION	
164. Action	There has been no more updates on Men in Sheds. The Clerk has tried to contact Cotswold Friends to discuss the funding they are offering the project but to no avail. Clerk was told to leave this until they come back to us. <ul style="list-style-type: none"> Cllr Hulcup, Cllr Alan Wellman and Cllr Rigby will liaise with the project group when we receive more information.
165. Action Action	The Information on May 2019 Election Timetable has started to come in. The notice will go out on 18 th March and nominations need to be hand delivered to Cotswold District Council <ul style="list-style-type: none"> Clerk to communicate Election information to the community through the usual channels Clerk to communicate with any interested parties once the nomination forms are available
166. Action	Note that Treasury Management and Investment Strategy was adopted by Finance Committee <ul style="list-style-type: none"> Clerk to send the document to the website manager
167.	The draft minutes from Finance, Funds and Grants Committee were not completed
168. Action	Items for Future Agenda Items: <ul style="list-style-type: none"> Clerk to add CCTV, Election Information and Councillor surgeries onto next Agenda
169.	Date & time of next meeting – Full Town Council on Wednesday 27 th February 2019 at 7pm

There being no further business the meeting closed at 20.50 pm

Details of financial transactions: Regular payments made (pre-approved): Up to 15th January 2019

Supplier	Service	Method	Total Amount	Cost centre	Authority
Total Salaries	Salaries, pensions, PAYE and NIC for Clerk, Administration Assistant and Supervisor for December	SO and BACS	£3,291.85	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	£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	Total Amount	Cost centre	Authority
Pumpmaster	Pump in Bar area	98677	£420.78	WW /31	LG(MP)A 1976 s.19
D M Payroll	Payroll Admin	148	£61.50	TC / 8	LGA 1972 s.111
Petty Cash	Christmas tree expenses	Tesco	£20	TC / 62	LGA 1972 s.137
Petty Cash	Panto refreshments	Aldi	£17.50	WW / 28	LGA 1972 s.145

Payments to be authorised

Supplier	Service	Invoice	Total Amount	Cost centre	Authority
Sweetfuels	Oil for Westwoods	1212212	£1224.90	WW / 48	LG (MP)A 1976 s.19
Mrs Maxwell	Exercise class shortfall	166 & 174	£47.00	TC / 75	LGA1976 s. 19
Move it or Lose It	Exercise class	2	£22.00	TC /75	LGA 1976 s.19
Gritbins.net	Town grit bins (£205.10 charge to Sly's Trust)	1402403	£550.67 (£205.10 charge to Sly's Trust)	TC / 65	HA 1980 s62(3) (h)
Community Heartbeat	Electrodes for Fire Str. defib	3226	£45.60	TC /57	LGA 1972 s.137
Spot On Supplies	Cleaning Supplies	12016694	£79.93	WW / 32	LG (MP)A 1976 s.19
Westwoods Centre	Exercise Class hall hire	10/2722	£63.00	TC / 12	LGA 1976 s.19
Ian Hanks	Town Handyman	10175	£80.75	TC / 62	PHA1875 s.164
Ian Hanks	Town Handyman	10177	£238.00	TC / 62	PHA1875 s.164
Gary Evans	Window Cleaning	098	£20.00	WW / 32	LG (MP)A 1976 s.19
McCracken	Grounds Maintenance for Dec	8799	£1,190.40	TC / 60	HA 1980 s.9 PHAA 1907 s.76 & LGA 1972 s.214
Petty Cash	Westwoods	Debit card	50.00	WW / 71	LGA 1972 s.111