

Northleach with Eastington Town Council
MINUTES OF THE TOWN COUNCIL MEETING HELD ON Wednesday 20th March 2019

PRESENT: Cllr Alan Wellman (Chair), Cllr Rigby (Vice Chair), Cllr Andrew Wellman, Cllr Hulcup, Cllr Sanders, Cllr Hewer, Cllr Morley-Blackwell, Cllr Brady, Cllr Platts, Mrs Cat Crompton (Clerk) and 3 members of the public

193.	Cllr Hodgkinson was unavailable and sent apologies
194.	No interests were declared
PUBLIC PARTICIPATION	
195.	<p>Public Questions</p> <p>Mr Dawson thanked the Town Council for supporting the Town Trail leaflet again. This is a very popular leaflet and is beneficial for the Town. He also asked if there was a possibility of a Tourist Office within the Town in the future.</p> <p>Action</p> <ul style="list-style-type: none"> Clerk to include this in the Strategy Planning later in the year
196.	<p>Police Report</p> <p>The Police report for December 2018 - February 2019 was received. The number of incidents dealt by the police has dropped from 13 last year to 11 in the same period this year. Violence against a person has dropped but fraud, forgery and deception has grown from 0 to 5 which accounts for half of the period's figures.</p>
197.	<p>County Councillor Paul Hodgkinson was unavailable and sent a report</p> <p>197.1</p> <ul style="list-style-type: none"> On the Old A40, repairs are now taking place and the road is still on track to be open for early next month. <p>197.2</p> <ul style="list-style-type: none"> 801 Bus service. There has been confirmation from Andrew Pulham that they are looking at reducing the 801 service in Northleach. I have emailed him asking to meet. The issue of a potentially reduced bus service was raised through a series of questions at last week's Gloucestershire County Council's (GCC) Cabinet meeting. The Cabinet member for public transport said he was aware of the Pulham's suggestion and that GCC officers were talking to Pulhams about it. My concern is that the service may be reduced so much that it will no longer be viable. <p>Action</p> <p>197.3</p> <ul style="list-style-type: none"> Clerk to organise a meeting with Cllr Hodgkinson, Councillors and Pulhams GCC set its budget at a council tax rise of 4.99% last month (2% adult social care levy and 2.99% other services). I didn't support this budget as it included cuts to some services including the continued cut hours and days at the recycling centres.
198.	<p>District Councillor Chris Hancock gave an update</p> <p>198.1</p> <ul style="list-style-type: none"> The parking situation in Cirencester has taken a step forward. The initial stages have started on the Waterloo car park. There will be a design competition and then it can go forward to Planning for approval and then work is expected to start next year <p>198.2</p> <ul style="list-style-type: none"> At the Old Prison the glazing work has almost finished. It has been more expensive than planned as it is an old building with unusual features. There will be an auction in April with an Auction of Promises to raise funds.
MATTERS FOR DECISION	
199.	<p>Cllr Brady proposed, Cllr Andrew Wellman seconded and it was unanimously RESOLVED to confirm the minutes of the Council Meeting held on 27th February 2019 as a true and accurate reflection of the meeting. These will be signed after the following amendment.</p> <p>Action</p> <ul style="list-style-type: none"> Clerk to update 179.3 to read "Standing Orders"
200.	Councillors received the Action Point Update and Clerk's Report from 27 th February 2019
201.	<p>Financial Decisions:</p> <p>201.1</p> <ul style="list-style-type: none"> The bank balances were received <p>201.2</p> <ul style="list-style-type: none"> Cllr Brady proposed, Cllr Rigby seconded and it was unanimously RESOLVED to renew the annual membership to Gloucestershire Association of Parish and Town Councils at a cost of £465.58 <p>201.3</p> <ul style="list-style-type: none"> Councillors considered the services available from alternative Internal Auditors and discussed the Internal Auditor for 2018 -2019 <p>201.4</p> <ul style="list-style-type: none"> Cllr Brady proposed, Cllr Andrew Wellman and it was RESOLVED by a majority to engage GAPTC for the 2018-2019 accounts and that Finance Committee will agree the auditor for 2019 -2020. Cllr Rigby did not vote. <p>Action</p> <ul style="list-style-type: none"> Clerk to add this to the April Finance Meeting for discussion Clerk to complete the accounts and AGAR for 2018 - 2019

201.5	<ul style="list-style-type: none"> Councillors considered the quotes received to undertake buildings valuations on Council buildings and carry out a rent review.
201.6 Resolution	<ul style="list-style-type: none"> Cllr Brady proposed, Cllr Platts seconded and it was unanimously RESOLVED to wait until the District Valuers quote is in before finalising this as they are the only group who can do both the valuations and a rent review.
Action	<ul style="list-style-type: none"> Clerk to continue chasing the quote with District Valuer
201.7 Resolution	<ul style="list-style-type: none"> Councillors noted the bills paid since the last meeting and approved the bills for payment Cllr Hewer proposed, Cllr Sanders seconded and it was unanimously RESOLVED to pay all the bills presented
Action	<ul style="list-style-type: none"> Clerk to process the payments
202.	Governance and Policy
202.1	<ul style="list-style-type: none"> Note that the Referendum on the Northleach with Eastington Neighbourhood Plan will take place on Thursday 21st March at The Cotswold Hall
202.2	<ul style="list-style-type: none"> Today over 120 postal votes were opened at Cotswold District Council and we are hoping for a good turnout tomorrow
202.3	<ul style="list-style-type: none"> It was noted that the formal Notice of the 2nd May Election was out on 18th March
202.4	<ul style="list-style-type: none"> It was noted that nomination packs for residents applying to be a Councillor on 2nd May are now available until the 3rd April
Action	<ul style="list-style-type: none"> Clerk to continue to publicise the Election alongside Cotswold District Council
203.	Planning and tree work:
203.1	<ul style="list-style-type: none"> Councillors considered planning application 19/00682/FUL at 4 Dutton Leys for a single storey rear extension and front two storey extension. Cllr Hewer proposed, Cllr Andrew Wellman seconded and it was unanimously RESOLVED that the Council have no objection
Resolution	<ul style="list-style-type: none"> Mary to submit the comment
Action	<ul style="list-style-type: none"> Councillors consider planning application 19/00707/FUL at Cats Abbey Hall for proposed stables block of 3 stables and hay store. Cllr Brady proposed, Cllr Andrew Wellman seconded and it was unanimously RESOLVED that the Council have no objection
203.2	<ul style="list-style-type: none"> Mary to submit the comment
Resolution	<ul style="list-style-type: none"> There were no urgent planning applications since the publication of the Agenda.
Action	
203.3	
204.1	<p>Councillors discussed the format for Annual Town Meeting on Wednesday 24th April at 7pm. It was agreed refreshments to start and a range of local speakers.</p> <ul style="list-style-type: none"> Clerk to invite non-profit community groups to come and talk about their work. The Councillors and Chairs will give summaries about the Council's work this year
Action	
Action	
205.	Project Work
205.1	<ul style="list-style-type: none"> Councillors considered quotes received for new path around the KGV Play Area. Cllr Hewer proposed, Cllr Hulcup seconded and it was unanimously RESOLVED that McCracken is the chosen supplier.
Resolution	<ul style="list-style-type: none"> Clerk to engage McCracken's to do the path at a cost of £1,765 plus VAT
Action	<ul style="list-style-type: none"> Councillors considered the grant application to Cotswolds AONB for new path around KGV Play Area. Cllr Hewer proposed, Cllr Rigby seconded and it was unanimously RESOLVED to go ahead with the grant application.
205.2	<ul style="list-style-type: none"> Cllr Hewer and Clerk to process the application
Resolution	
Action	
206.	<p>Clerk gave an update on Northleach Spring Clean to take place on Saturday 27th April. The Clerk and Mary are working with the Cotswold Fosseyway Lions to organise the event.</p>
207.	<p>Councillor Surgery. It was felt that it should be reduced to a one-hour slot 11 – 12. Although the current location is very central it does not allow any confidential discussions.</p> <ul style="list-style-type: none"> Clerk to advertise it in the Parish Magazine and School newsletter Cllr Brady will check with the Cotswold Hall about the Stevenson Room availability Mary to do some leaflets to advertise the new time and location once agreed
Action	
Action	
Action	
MATTERS FOR INFORMATION	
208.	<p>The draft minutes from PPMC meeting on 11th February were noted.</p>
209.	<p>The report from the confidential discussion on 27th February regarding a lease was noted.</p>
210.	<p>An update on Men in Sheds project was received from Cllr Platts.</p> <ul style="list-style-type: none"> Cllr Hulcup and Cllr Platts went to Moreton and saw their sheds in action. There is a need for several sheds, one for socialising and one as the workshop. The Cotswold Friends has two sheds that a Northleach group could use. They have a trailer which could be used for the social element and a portacabin for the work. Cllr Platts will communicate with Cotswold Friends and invite them to the April meeting
210.1	
210.2	
Action	

211.	Future Agenda Items: Tourist Information point, confirm defibrillator location, plants in raised beds <ul style="list-style-type: none"> • Clerk to include these at next relevant agenda
212.	Date & time of next meeting – Annual Town Meeting on Wednesday 24 th April 2019 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 8th 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 (up to £500) or to avoid late payment costs

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, collect labels and take collection of leaflets	February 26 th & 27 th	£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 19 /20	365	£416.40	TC / 5	LGA 1972 s.111
Pauline Rigby	Backups and	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 17/18 for August, Dec, Jan,	8116, 8291, 8330	£3,358.80	TC / 60	HA 1980 s.9, PHAA 1907 s.76 & LGA 1972 s.214
McCracken	Grounds Maintenance 18/19 for July, Aug, Sept,	8581, 8624 and 8673	£3,571.20	TC / 60	HA 1980 s.9, PHAA 1907 s.76 & LGA 1972 s.214
GAPTC	Annual Subscription	Annual	£465.58	TC / 6	LGA 1972 s. 142