

**Northleach with Eastington Town Council**  
**MINUTES OF THE TOWN COUNCIL MEETING HELD ON Wednesday 27<sup>th</sup> February 2018**

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

170.	Apologies were received from Cllr Hodgkinson
171.	No interests were declared
<b>PUBLIC PARTICIPATION</b>	
172.	There were no Public Questions
173.	The Police report was received. Looking at November, December and January this year compared to the same months last year, there has been an increase in the incidents dealt with by the Police from 8 to 14. The main increases are in burglary dwellings and fraud and deception.
<b>Action</b>	<ul style="list-style-type: none"> <li>Clerk to continue to forward Police information and alerts to the community</li> </ul>
174.	County Councillor Paul Hodgkinson was unavailable and sent a report to explain that the Old A40 repair works are scheduled to start on 4 <sup>th</sup> March and will be completed by the end of March 2019 <ul style="list-style-type: none"> <li>The Council noted its thanks to Cllr Hodgkinson for getting this issue resolved</li> </ul>
175.	District Councillor Chris Hancock gave a report
<b>175.1 Action</b>	<ul style="list-style-type: none"> <li>There is still £1000 in the Youth Activity pot that needs to be allocated by early March</li> </ul>
<b>175.2 Action</b>	<ul style="list-style-type: none"> <li>Clerk to look at this funding in the next week, gauge youth feedback and apply</li> </ul>
<b>175.3 Action</b>	<ul style="list-style-type: none"> <li>The Cotswold District Council budget was set on 26<sup>th</sup> February after much debate</li> </ul>
<b>175.4 Action</b>	<ul style="list-style-type: none"> <li>Garden waste collection will be changed over the next year. Weekly garden waste will continue through the Autumn and will then be suspended over Winter to fortnightly collections. The change has been made as the cost hasn't gone up for 10 years and more people now use the service. Other local councils pay more than Cotswold District residents and have a fortnightly service.</li> </ul>
<b>175.5 Action</b>	<ul style="list-style-type: none"> <li>Central Government advice is that residents should separate food from garden waste but there is an additional cost to rejig the refuse service. If we continue to have weekly garden and food waste collections there will be a 10% increase on the council tax. A new animal proof food caddy will be issued in time for the changes.</li> </ul>
<b>175.6 Action</b>	<ul style="list-style-type: none"> <li>The Cotswold District Council tax will go up by 2% which is an increase of about 5p a week.</li> <li>Car parking is frozen for this coming year. The "free after 3 pm" service will continue in the hope it will encourage shoppers. The Waterloo car park project is progressing. It will open in 2020 and alternative parking has been arranged at the Rugby Club</li> </ul>
<b>MATTERS FOR DECISION</b>	
176.	Cllr Andrew Wellman proposed, Cllr Morley Blackwell seconded and it was unanimously <b>RESOLVED</b> to confirm the minutes of the Council Meeting held on 23 <sup>rd</sup> January 2019 as a true and accurate reflection of the meeting. Copy to be signed once the following amendment is made
<b>Resolution Action</b>	<ul style="list-style-type: none"> <li>Clerk to amend 154.1 to contractor and remove CCTV from future agendas as this is being discussed separately with the business owners</li> </ul>
177.	The Action Point Update and Clerk's Report from 23 <sup>rd</sup> January 2019 was discussed
<b>177.1 Action</b>	<ul style="list-style-type: none"> <li>The Clerk explained the actions taken since the last meeting</li> <li>Cllr Hulcup, Cllr Alan Wellman and Cllr Rigby are happy to meet with Pulhams to discuss the 801 bus service schedule.</li> </ul>
178.	<b>Financial Decisions:</b>
<b>178.1 Resolution</b>	<ul style="list-style-type: none"> <li>The bank balances were received</li> </ul>
<b>178.2 Resolution</b>	<ul style="list-style-type: none"> <li>The final invoice for Playdale was discussed. Some of the snagging has not been completed and we are meeting the contractor on the 18<sup>th</sup> March for the official handover.</li> </ul>
<b>Action</b>	<ul style="list-style-type: none"> <li>Cllr Andrew Wellman proposed, Cllr Platts seconded and it was unanimously <b>RESOLVED</b> to retain £10k of the final invoice until the Play Area group are content that its completed</li> </ul>
<b>Action</b>	<ul style="list-style-type: none"> <li>Clerk to liaise with Playdale regards the final payment and explain that we will pay £31,027.89 until the project is completed</li> </ul>
<b>Action</b>	<ul style="list-style-type: none"> <li>Clerk to liaise with the two groups who are contributing at the final invoice stage.</li> </ul>
<b>178.3 Resolution</b>	<ul style="list-style-type: none"> <li>Cllr Hulcup proposed, Cllr Platts seconded and it was unanimously <b>RESOLVED</b> to record the bills paid since the last meeting and approve the following bills for payment</li> </ul>
<b>Action</b>	<ul style="list-style-type: none"> <li>Clerk to pay all the bills</li> </ul>
179.	<b>Governance and Policy</b>

<b>179.1 Resolution</b>	<ul style="list-style-type: none"> <li>Councillors considered adopting the Dispensation Request form</li> <li>Cllr Rigby proposed, Cllr Andrew Wellman seconded and it was unanimously <b>RESOLVED</b> to accept the Dispensation request form</li> </ul>
<b>Action 179.2</b>	<ul style="list-style-type: none"> <li>Clerk to amend the duplicate Council line and reissue</li> </ul>
<b>Resolution</b>	<ul style="list-style-type: none"> <li>Councillors considered that the Council delegates the power to grant dispensations under Section 33 (1) of the Localism Act 2011 to the Clerk and that the Council's Standing Orders are updated to reflect this</li> </ul>
<b>Action 179.3</b>	<ul style="list-style-type: none"> <li>Cllr Brady proposed, Cllr Rigby seconded and it was unanimously <b>RESOLVED</b> to delegate this power to the Clerk</li> <li>Clerk to update Standing Orders to reflect this authority</li> </ul>
<b>Resolution</b>	<ul style="list-style-type: none"> <li>If a decision is made not to grant a dispensation then the Councillor in question can appeal to the Monitoring Officer.</li> </ul>
<b>Action 179.4</b>	<ul style="list-style-type: none"> <li>Cllr Andrew Wellman proposed, Cllr Brady seconded and it was unanimously <b>RESOLVED</b> that the clause about appeals to the Monitoring Officer is to be added in.</li> <li>Clerk to update Standing Orders to include the Appeals process</li> <li>Councillors noted that the formal Notice of Election will take place on 18<sup>th</sup> March and that nomination packs are available from the Office or online from 18<sup>th</sup> February to 3<sup>rd</sup> April</li> </ul>
<b>180.</b>	<b>Planning and tree work:</b>
<b>180.1</b>	<ul style="list-style-type: none"> <li>Councillors noted the Licensing Application C/19/00026/PRMA for Amplified Rocks 2019</li> </ul>
<b>180.2</b>	<ul style="list-style-type: none"> <li>Councillors noted tree works at Cotswold House on application 19/00220/TCONR</li> </ul>
<b>180.3</b>	<ul style="list-style-type: none"> <li>Councillors noted tree works to Yew at Throssells, High Street on 19/00403/TCONR</li> </ul>
<b>180.4</b>	<ul style="list-style-type: none"> <li>The non-material amendments to windows, Units 2 &amp; 3 Old Coalyard Farm, 19/00240/NONMAT were noted</li> </ul>
<b>180.5</b>	<ul style="list-style-type: none"> <li>The compliance with Condition 9 on 19/00290/COMPLY at Land at Broadfield Farm was noted</li> </ul>
<b>180.6</b>	<ul style="list-style-type: none"> <li>It was agreed that in the future, only Planning matters requiring a comment or a decision will be included on the Agenda</li> </ul>
<b>Action 180.7</b>	<ul style="list-style-type: none"> <li>Clerk to note this for future Agendas</li> <li>An urgent application for North Wing, College House 19/00311/FUL which had come in after the publication of the Agenda was reviewed</li> </ul>
<b>Resolution</b>	<ul style="list-style-type: none"> <li>Cllr Brady proposed, Cllr Hulcup seconded and it was unanimously <b>RESOLVED</b> that the Council had "no objection" to the application.</li> </ul>
<b>Action</b>	<ul style="list-style-type: none"> <li>Mary to submit the comment</li> </ul>
<b>181.</b>	The Council noted the Referendum date of Thursday 21 <sup>st</sup> March for the Northleach with Eastington Neighbourhood Plan
<b>181.1 Action</b>	<ul style="list-style-type: none"> <li>The leaflets will be out week commencing 4<sup>th</sup> and the vote will be on Thursday 21<sup>st</sup> March</li> <li>Clerk to publicise the Referendum date</li> </ul>
<b>181.2</b>	<ul style="list-style-type: none"> <li>The Council noted its thanks to the Steering Group for all their work over the last four years</li> </ul>
<b>182.</b>	Councillors received an update from the Men in Sheds meeting
<b>182.1</b>	<ul style="list-style-type: none"> <li>The Councillors considered the request from Men in Sheds group to install a shed at the Westwoods Centre measuring 5.5 m x 4 metres.</li> </ul>
<b>182.2</b>	<ul style="list-style-type: none"> <li>Mr Fletcher explained that the Cotswold Friends are prepared to install a new portacabin, for Men in Sheds project only, measuring 30ft by 10ft at the rear of the building.</li> </ul>
<b>182.3</b>	<ul style="list-style-type: none"> <li>At the Cotswold Friends meeting it was discussed if toilets could be included and the portacabin might be able to include these. It would be beneficial to have the wash facilities and toilets in the Portacabin but this would require water and waste connections. The Councillors want to be able to clarify exactly what the Cotswold Friends are able to pay for and can provide and asked if the contractor is able to meet us on site?</li> </ul>
<b>182.4</b>	<ul style="list-style-type: none"> <li>Men in Sheds want the portacabin to be sited in the garden along with a metal building to store wood. Councillors think it should be on the recycling point as the garden is well used and access needs to be maintained. It was suggested that a portacabin can be moved and would be a low-cost way to get the project started and additional expansion planned.</li> </ul>
<b>182.5</b>	<ul style="list-style-type: none"> <li>Cllr Rigby proposed an amendment to the motion that the Council considers the request to install a portacabin on the old recycling area subject to agreement of terms with Friends of the Cotswold Friends and Men in Sheds.</li> </ul>
<b>Resolution</b>	<ul style="list-style-type: none"> <li>Cllr Platts proposed, Cllr Andrew Wellman seconded and it was unanimously <b>RESOLVED</b> that the Council would agree to this amendment and the proposal.</li> </ul>
<b>Action</b>	<ul style="list-style-type: none"> <li>Cllr Hulcup, Cllr Rigby and Cllr Alan Wellman have previously agreed to meet with Men in Sheds when there is more information</li> </ul>
<b>MATTERS FOR INFORMATION</b>	
<b>183.</b>	The Clerk gave information about the insurance broker's visit and next steps. There is some work to

<b>Action</b>	be done on property values and the assets register. Advice as given on the current risk assessments
<b>Action</b>	<ul style="list-style-type: none"> <li>• Clerk to get quotes on property valuations</li> </ul>
<b>Action</b>	<ul style="list-style-type: none"> <li>• Clerk, Mary and Brian to work on the assets register</li> <li>• Clerk and Mary to review the current risk assessments</li> </ul>
<b>184.</b>	There were no attendees at February's Councillor Surgery which was probably due to the snow.
<b>185.</b>	Councillors noted the draft minutes from Finance, Funds and Grants Committee on 15th January. Cllr Rigby explained that the Committee discussed the budget and Precept recommendation and adopted the Treasury Management Strategy.
<b>186.</b>	The draft minutes from Westwoods Committee meeting on 5th February were noted.
<b>187.</b>	The draft minutes from PPMC Committee meeting on 11th February are not completed
<b>Action</b>	<ul style="list-style-type: none"> <li>• Clerk to add onto March agenda a decision on new path plus the grant information</li> </ul>
<b>188.</b>	Councillors noted the resignations of Cllr Hadley and Cllr Nevins. Due to the closeness of the May elections, Cotswold District Council have issued a notice but no election will be called. The Town Council may co-opt a new member if they want to.
<b>189.</b>	Future Agenda Items to include any items raised above
<b>190.</b>	Date & time of next meeting – Full Town Council on Wednesday 20th March 2019 at
<b>191.</b>	Exclusion of the Public and Press to allow a discussion of confidential business
<b>192.</b>	Confidential Matter relating to a Lease

There being no further business the meeting closed at 9.10 pm

#### Details of financial transactions: Regular payments made (pre-approved): Up to 18th February 2019

Payee	Service	Method	Total Amount	Cost centre	Authority
Total Salaries	Salaries, pensions, PAYE and NIC for all staff for February	SO and BACS	£3,573.89	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	£68.39	WW / 32	LG(MP)A 1976 s.19
Thames Water	Water for Westwoods	DD	£22.00	WW / 48	LG(MP)A 1976 s.19
SSE	Electricity for Westwoods	DD	1313.42	WW / 48	LG (MP) A 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	3890	£132.00	TC / 17	LGA 1894 s.89
Amanda King	Cleaning	130303	£180.00	WW / 32	LG (MP)A 1976 s.19
O'Neill Homer	Examiner's Questions	4013-025	£720.00	TC / 40	Localism Act 2001

#### Payments to be authorised

Supplier	Service	Invoice	Amount	Cost Centre	Authority
Playdale Ltd	Balance of equipment	33999	£41,027.89 Clerk to pay £31,027.89	TC / 67	LG (MP) A 1976 s.19 (3)
Playdale Ltd	Post installation inspection	34192	£318.60	TC / 67	LG (MP) A 1976 s.19 (3)
Kingfisher	Salt Spreader	1402824	£203.98	TC / 65	HA 1980 s62(3) (h)
Elite Ltd	Domain Northleach	239017	£104.40	TC / 13	LGA 1972 s.142
Cathedral Leasing	Sanitary Bins	MI/1138115	£38.99	WW / 32	LG (MP)A 1976 s.19
Westwoods Centre	Exercise Class hall hire	10/2722	£84.00	TC / 12	LGA 1976 s.19
Viking Direct	Office Supplies	927658	£56.66	TC / 5	LGA 1972 s.111
Hanman Split	Aerial runway sign	150610	£62.60	TC / 67	LG (MP) A 1976 s.19 (3)
McCracken	Jan Grounds Maintenance	8839	£1,190.40	TC / 60	HA 1980 s.9, PHAA 1907 s.76 & LGA 1972 s.214
A & E Fire and Security	Service and Inspection	212762	£435.06	WW / 31	LG (MP)A 1976 s.19
Gary Evans	Window Cleaning	101	£20.00	WW / 32	LG (MP)A 1976 s.19