

Northleach with Eastington Town Council
MINUTES OF THE TOWN COUNCIL MEETING HELD ON Wednesday 19th June 2019

PRESENT: Cllr Rob Platts (Chair), Cllr Alan Wellman (Vice Chair), Cllr Rigby, Cllr Andrew Wellman, Cllr Sanders, Cllr Hewer, Cllr Morley-Blackwell, Cllr Brady, Mrs Cat Crompton (Clerk), Cllr Hodgkinson and no public

22.	Cllr Hulcup and Cllr Dale sent apologies
23.	No interests were declared There was a reminder to Councillors to return their Register of Interests form as soon as possible
PUBLIC PARTICIPATION	
24.	There were no members of the public
25.	The Council received the Police report which details incidents from March, April and May this year compared with the same period last year.
25.1	<ul style="list-style-type: none"> • There were 90 incidents reported (some of these are multiple reports of the same incident) and these are broken down into different categories.
25.2	<ul style="list-style-type: none"> • Public Safety accounted for a third of these incidents which covers concerns for safety, missing persons and suspicious circumstances.
25.3	<ul style="list-style-type: none"> • Of the incidents reported, 14 were dealt with by the police compared to a figure of 13 for the same period last year.
Action	<ul style="list-style-type: none"> • Clerk to continue forwarding neighbourhood policing messages
26.	County Councillor Paul Hodgkinson gave a report
26.1	<ul style="list-style-type: none"> • There have been parking issues on the new estate. People are parking on both side of the road making access difficult for emergency vehicles. He attended a site meeting and has spoken to the site foreman . They are going to leaflet drop the estate and ask people to park in their allocated spaces and park considerately on the road.
26.2	<ul style="list-style-type: none"> • The Fosseyway will be closed overnight at Coln St Dennis from 28th June to 11th July between 7pm and 7am
26.3	<ul style="list-style-type: none"> • The Old A40 is open and still being monitored and they are looking at a plan to further support the wall
26.4	<ul style="list-style-type: none"> • Pulhams bus service will be discussed at GCC's meeting on 26th June. Cllr Hodgkinson and the Town Council have submitted questions regards the proposed reductions
27.	District Councillor Tony Dale was unavailable and sent a report.
27.1	<ul style="list-style-type: none"> • He has fed back the issues with ongoing works in the Market Place. He has undertaken several days training at Cotswold District Council. There are a number of planning applications and enforcements continuing in the community, which the Town Council receives.
27.2	<ul style="list-style-type: none"> • He has forwarded the notes from his "Voice of Northleach" workshop which he plans to hold regularly. The Council were not aware of the workshop and would like to hear the feedback from it at the September meeting
Action	<ul style="list-style-type: none"> • Clerk to ask Cllr Dale if she can share the notes with the Councillors and add this to the September agenda
27.3	<ul style="list-style-type: none"> • Mark Harris is the new Cabinet Member for car parks and localities (Parish and Town Councils) and he has shared with him the need for a parking strategy for the Cotswolds.
MATTERS FOR DECISION	
28. Resolution	Cllr Sanders proposed, Cllr Andrew Wellman seconded and it was unanimously RESOLVED to confirm the minutes of the Council Meeting held on 15 th May 2019 as a true and accurate reflection of the meeting and they were duly signed.
29.	The Action Point Update and Clerk's Report from 15 th May 2019 were reviewed. All actions have been completed bar one which is in hand.
29.1	<ul style="list-style-type: none"> • There is real concern about the future of the Northleach Post Office despite the interim Sub Postmaster being in place
Action	<ul style="list-style-type: none"> • Clerk to investigate about community post offices and feedback at the next meeting
30.	Financial Decisions:
30.1	<ul style="list-style-type: none"> • The bank balances were discussed: Current £61,190 which includes the first part of the Precept and the final grant for the Play Area, Westwoods £2,240 and Deposit £59,177
30.2	<ul style="list-style-type: none"> • Councillors noted the submission of External Audit documents to PKF Littlejohn
30.3	<ul style="list-style-type: none"> • Clerk confirmed the "Notice of the Period for the Exercise of Public Rights" begins Friday
30.4	<ul style="list-style-type: none"> • Councillors discussed WordFence Premium web application firewall service at a cost of £78

<p>Action</p> <p>Resolution</p> <p>30.5</p> <p>Resolution</p> <p>Action</p>	<p>per annum.</p> <ul style="list-style-type: none"> • Mary to clarify the Councillors queries with supplier and then proceed with the cover. Council need to know how much it would cost as a subscriber for website recovery in the event of a hack • Cllr Platts proposed, Cllr Rigby seconded and it was unanimously RESOLVED to subscribe to Wordfence Premium. • Councillors considered the bills paid since the last meeting and approved the following bills for payment • Cllr Morley-Blackwell proposed, Cllr Hewer seconded and it was unanimously RESOLVED to pay all the bills presented • Clerk to process the payments
<p>31.</p> <p>31.1</p> <p>Action</p> <p>31.2</p> <p>31.3</p> <p>Resolution</p> <p>Action</p>	<p>Governance and Policy</p> <ul style="list-style-type: none"> • There were no new candidates to co-opt • Clerk to communicate to the parish in a variety of ways including via the school and add to the next agenda • The Council considered amendments to Terms of Reference for Standing Committees • There was some clarification on Staffing Sub Committee, the Chairman's role in standing committees and voting rights for co-opted members • Cllr Brady proposed, Cllr Andrew Wellman seconded and it was unanimously RESOLVED to approve the amendments • Clerk to update and add to website
<p>32.</p> <p>32.1</p> <p>Resolution</p> <p>Action</p> <p>32.2</p> <p>Resolution</p> <p>Action</p> <p>32.3</p> <p>Resolution</p> <p>Action</p> <p>32.4</p> <p>Resolution</p> <p>Action</p> <p>32.5</p> <p>Resolution</p> <p>Action</p> <p>32.6</p> <p>Resolution</p> <p>Action</p>	<p>Planning and tree work:</p> <ul style="list-style-type: none"> • Councillors discussed planning application 19/01626/FUL at 17 Nostle Road. Erection of first floor side, two-storey front extensions and front porch. Installation of dormer, garage conversion. Cllr Andrew Wellman declared an interest. Cllr Brady proposed, Cllr Sanders seconded and it was unanimously RESOLVED to submit a no objection comment. • Mary to submit no objection comment • Councillors considered planning application 19/01578/FUL for Cat's Abbey Hall to demolish existing link and replace garden room and link corridor, Cllr Brady proposed, Cllr Andrew Wellman seconded and it was unanimously RESOLVED to submit a no objection comment • Mary to submit a no objection comment • Councillors considered planning application 19/01579/FUL for Cat's Abbey Hall, demolition of barn and erection of annex with garage and store, Cllr Andrew Wellman proposed, Cllr Brady seconded and it was unanimously RESOLVED to submit a no objection comment • Mary to submit the comment • Councillors considered planning application 19/01953/FUL for Oldhill Barn, conversion of barn to single residential dwelling and associated works. Cllr Andrew Wellman proposed, Cllr Brady seconded and it was unanimously RESOLVED to submit a no objection comment • Mary to submit the comment • Councillors considered the application for Yew Tree Cottage, East End 19/01932/FUL which came in after the agenda was published. To replace the sunroof with a solid roof and replace rear timber doors and windows with aluminium glazed ones. Cllr Brady proposed, Cllr Hewer seconded and it was unanimously RESOLVED to submit a no objection comment • Mary to submit the comment • The temporary road restrictions for Amplified Music Festival 19/7/19 – 21/7/19 were considered. Cllr Brady proposed, Cllr Hewer seconded and it unanimously RESOLVED to submit a no objection comment • Clerk to submit a no objection comment
<p>33.</p>	<p>There were no nominations from the Town Council to be put forward for election to the Cotswolds Conservation Board</p>
<p>34.</p> <p>34.1</p> <p>Action</p> <p>34.2</p>	<p>Project Work</p> <ul style="list-style-type: none"> • The Councillors considered information on metal gully channels across Town and considered the Council's role in this. Highways have identified a number of channels across Town which are damaged and broken. According to the Highways Act these are the householders responsibility. The Town Council agreed that this matter is between Highways and the householders • Cllr Morley Blackwell is seeking advice on this matter • Following the completion of the Play Area, Councillors discussed the next project group. Both adult exercise equipment for KGV fields and Ward Road Play Area were discussed. There is lots of support for both from across the Parish. Cllr Rigby proposed, Cllr Brady

Resolution Action	seconded and it was unanimously RESOLVED to go ahead with both projects.
Action	<ul style="list-style-type: none"> • Cllr Brady and Cllr Sanders will look at adult play equipment and speak to volunteers and update at the next meeting
34.3	<ul style="list-style-type: none"> • Cllr Rigby will contact the previous play area group regards Ward Road and update at the next meeting • Councillors considered locating the defibrillator at the Pavilion until the Toilet Block location is signed off
Resolution Action	<ul style="list-style-type: none"> • Cllr Brady proposed, Cllr Sanders seconded and it was unanimously RESOLVED to site it • Clerk to organise the installation with the electrician and liaise with the Pavilion
34.4	<ul style="list-style-type: none"> • Councillors considered applying for a further defib for the Market Place through the current CDC fund
Resolution Action	<ul style="list-style-type: none"> • Cllr Brady proposed, Cllr Andrew Wellman seconded and it was unanimously RESOLVED to start fundraising for this • Clerk to approach the funding sources
35.	Cllr Hewer proposed, Cllr Brady seconded and it was unanimously RESOLVED to continue the Councillor Surgeries for a further 6 months and then review as attendance has been variable
35.1	<ul style="list-style-type: none"> • Mary to produce some leaflets for surgery, school and shops
35.2	<ul style="list-style-type: none"> • Mary to book the Surgery at Westwoods for July 6th
36.	The Council considered a Chairman's Letter to the community and how this would be distributed. Cllr Platts explained how this would look on the content.
Resolution Action	<ul style="list-style-type: none"> • Cllr Brady proposed, Cllr Andrew Wellman seconded and it was unanimously RESOLVED to enable Cllr Platts to produce this Chairman's letter on a monthly basis. • Clerk to check content and communicate this once produced
MATTERS FOR INFORMATION	
37.	The draft minutes from PPMC meeting on 21 st May 2019 were noted
38.	The draft minutes from Westwoods Meeting on 4 th June 2019 were noted <ul style="list-style-type: none"> • Cllr Alan Wellman thanked Mary for all her help with cover over the last few weeks
39.	The draft minutes from Extraordinary Finance Meeting on 11 th June were noted
40.	The Council received information from Highways to address the lack of pavement issue at Cooks Court. This is an unusual bit of land and the pavement ceases at this point. If cars park across the land then pedestrians are forced onto the road. Highways have come up with a proposal to reinstate the footpath and then look at installing a seat
41.	Future Agenda Items: Standing Orders amendments, update on Pulhams, CCTV,
42.	Date & time of next meeting – Town Council Meeting on Wednesday 24 th July 2019 at 7pm

There being no further business the meeting closed at 9.15 pm

Details of financial transactions: Regular payments made (pre-approved): up to 12th June 2019

Payee	Service	Method	Total Amount	Cost centre	Authority
Total Salaries	Salaries, pensions, PAYE and NIC for all staff for May	SO and BACS	£3,362.63	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	£74.54	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
Stuart Shackell	Fruit Trees	1894	£107.00	TC / 62	LGA 1972 s.137
Cotswold Hall	Hall hire	010619	£15.00	TC / 75	LGA 1972 s.134
SLCC	Membership for Clerk	050619	£187.00	TC / 6	LGA 1972 s.143
SLCC	CAB Manual 11 th Edition	050619	£103.99	TC / 5	LGA 1972 s.111
Insurance	Ecclesiastical 2019 - 2020	7054/	£3,580.38	TC / 7	LGA 1972 s.111

Payments to be authorised

Playdale Ltd	Play Area Final Deposit	33999	£10,000.00	TC / 67	LG (MP)A 1976 s.19 (3)
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BCH Ltd	Building Valuations	44222-0	£600.00	TC / 8	LGA 1972 s.111
Tim Dyson	Handyman Mar, April, May	3JB	£150.00	TC / 62	PHA1875 s.164
Mrs Maxwell	Exercise class shortfall May	194	£77.00	TC / 75	LGA 1976 s.19
Kingsdowns	Fruit Trees	54587	£209.39	TC / 62	LGA 1972 s.137
New Garden	Planting of trees	178	£100.00	TC / 62	LGA 1972 s.137
Microsoft	Exchange online	7008BZOH	£108.00	TC / 5	LGA 1972 s.142
McCracken	Grounds Maintenance for May 2019	9011	£1,400.40	TC / 60	HA 1980 s.9, PHAA 1907 s.76 & LGA 1972 s.214
McCracken	Additional work in May	9028	£84.00	TC / 60	HA 1980 s.9, PHAA 1907 s.76 & LGA 1972 s.214
New Garden	Zip wire sign installation	178	£50.00	TC / 67	LG(MP)A1976 s.19
Spot On Supplies	Cleaning Equipment	12032111	£61.78	WW / 32	LG(MP)A1976 s.19
Malcolm Campbell	Notice boards	220519	£170.00	TC / 62	LGA 1972 s.1426
Malcolm Campbell	Town Sign Frame	200519	£110.00	TC / 62	LGA 1972 s.146
Central Tree	Cemetery tree work	290519	£144.00	TC / 63	LGA 1972 s.214
Central Trees	Sycamore, Churchyard	140519	£84.00	TC / 63	LGA 1972 s.214
GAPTC	Internal Audit	6202	£273.45	TC / 8	LGA 1972 s.111