

Northleach with Eastington Town Council
MINUTES OF THE TOWN COUNCIL MEETING HELD ON Wednesday 16th October 2019

PRESENT: Cllr Rob Platts (Chair), Cllr Alan Wellman (Vice Chair) arrived at point 89, Cllr Hulcup, Cllr Rigby, Cllr Andrew Wellman, Cllr Sanders, Cllr Hewer, Cllr Morley-Blackwell, Cllr Brady, Cllr Larner, Mrs Cat Crompton (Clerk), Cllr Paul Hodgkinson, and 2 members of the public

85.	Cllr Dale was unavailable and sent apologies
86.	No interests were declared
PUBLIC PARTICIPATION	
87.	There were no Public Questions
88.	There was no Police Report as the person who was doing these has retired. The Clerk hopes to be able to access the reports for the next meeting. It was noted that there are issues in Town that need clarifying by the local police force
Action	<ul style="list-style-type: none"> Clerk to ask if someone from the Local Policing team can attend the November meeting to discuss some of the local concerns
Action	<ul style="list-style-type: none"> Clerk to try and pull a report on local Northleach figures
89.	County Councillor Paul Hodgkinson gave a report:
89.1	<ul style="list-style-type: none"> Old A40: there was a site visit last week with some of the Town Councillors and Gloucestershire County Council. There has been significant movement which meant the road needed to be closed for safety purposes. If there is a period of 3 consecutive months with no movement then they might consider reopening it in January at the very earliest. There is a solution being formulated and once that is in place, we will be asked whether the road should reopen as one lane or two.
89.2	<ul style="list-style-type: none"> Issue with gulleys overflowing across Town: these were reported as cleared but it appears that many still need a lot of attention and Highways will be returning to do these
89.3	<ul style="list-style-type: none"> Back Lane is in a poor condition and both Cllr Hodgkinson and Cllr Dale are trying to progress this with Highways. It was noted that around 20 years ago the Town Council paid a considerable amount of money to get the road resurfaced as there was no apparent owner of the road. At the same time the County Council installed the street lights.
89.4	<ul style="list-style-type: none"> The Mobile Library is no longer on the road after the vehicle broke down. The Black Cat café may be able to operate a min library for the community and this is being discussed
89.5	<ul style="list-style-type: none"> A419 Missing Link consultation is underway. It is hoped that if it gets the green light, there will be great improvements to the area and safety on that road.
90.	District Councillor Tony Dale was unavailable and sent the following report
90.1	<ul style="list-style-type: none"> Old A40 closure: The update has been discussed above
90.2	<ul style="list-style-type: none"> Pulhams buses: a meeting with Pulhams confirmed that the schedules will not be amended unless GCC release significant funding for the service. Sadly, only a very small number of the public have come forward with specific transport issues so the money will not be released from GCC. Paul explained that we are now relying on Section 106 money from Moreton developments to help reintroduce the stops at Northleach. The development has not yet started so funding will not be imminent
90.3	<ul style="list-style-type: none"> Northleach Neighbourhood Development Plan: there is strong support from meetings with residents to focus on the new car park build at the end of Town by Jubilee Row. I would urge the council to consider how to press forward on the Green Ring which I believe would be popular with locals, families and visitors alike. Mark Harris was delighted to attend last month and seek your views.
90.4	<ul style="list-style-type: none"> The Market Place continues to have parking issues and the Market traders need clear guidelines on what space they have and what they are paying for
90.5	<ul style="list-style-type: none"> Resident's needs will only be understood if the Town Council invites comment or distributes a questionnaire or online survey
90.6	<ul style="list-style-type: none"> Community Impact and Activity funds at CDC are still open until January for applications from all walks of the Community.
90.7	<ul style="list-style-type: none"> Issues resolved: Spring culverts at the rear of Midwinter road have been flushed and cleared by CDC
Action	<ul style="list-style-type: none"> Clerk has asked for clarification on this point to understand CDC's role in this
90.8	<ul style="list-style-type: none"> Wheatsheaf has taken steps to amend the Pizza oven chimney in the garden and LED lighting has been turned down to 30%
90.9	<ul style="list-style-type: none"> Period poverty products will be coming to Northleach School

90.10 90.11	<ul style="list-style-type: none"> Community worker has been briefed and is engaging locally Issues Outstanding: Back Lane surface and pavement surfaces. Cllr Dale is liaising with Highways regards these
91. 91.1 91.2 91.3 91.4 91.5	<p>The new Community Worker based at the Black Cat Community Cafe working for Northleach Church and Town Enterprise Community Interest Company was introduced.</p> <ul style="list-style-type: none"> He has been in similar positions in other communities around the UK The Northleach Church Town Enterprise was established in 2017 with its central aim to help provide a cohesive approach to the community. Based at the Black Cat café it's a meeting place and a community space. It distributes profits to the community and the Playgroup, Northleach Run and the school have all benefited so far. The Enterprise thought it would be a good start to employ a community builder and he started at the beginning of September. He has been involved in Youth and Community work for 25 years and is trying to meet as many people as possible and understand how he can fit in with what is happening and which projects are in place. His main aims are helping young people, young families and people of a certain age. With that in mind he has focussed on existing youth groups, tradespeople and the school. Cllr Hewer asked about local poverty and how the Community Café can help
MATTERS FOR DECISION	
92. Resolution 92.1 92.2 92.3 Action	<p>Cllr Andrew Wellman proposed, Cllr Hewer seconded and it was unanimously RESOLVED to confirm the minutes of the Town Council Meeting held on 18th September 2019 as a true and accurate reflection of the meeting and will be signed once the following amendments will be signed</p> <ul style="list-style-type: none"> 73.5 Stay Strong and Steady class 76.8 delete this point as it is not accurate Amend Interests noted as 10.4 to reflect the actual minute it occurred Clerk to amend the minutes and get Cllr Platts to sign them
93. 93.1 93.2 Action Action Action	<p>The Action Point Update and Clerk's Report from 18th September 2019 was reviewed</p> <ul style="list-style-type: none"> There is an issue with Wordpress which Cllr Rigby and Cllr Andrew Wellman will review The bus template letter regards the reduction of the 801 service has been completed and it was agreed to distribute these in specific places and draw up a leaflet to publicise this Cllr Platts, Cllr Brady and Cllr Morley-Blackwell will plan this leaflet drop Clerk to ask CDC to provide us with the information we would need to make an informed decision on the toilet block leasehold Clerk to add the leasehold information to the next meeting
94. 94.1 94.2 Resolution 94.3 Resolution Action	<p>Financial Decisions:</p> <ul style="list-style-type: none"> The bank balances on 9th October were reviewed The Council noted the bills paid since the last meeting Cllr Rigby proposed, Cllr Sanders seconded and it was unanimously RESOLVED to pay the bills presented plus the amended McCracken invoice which includes the path payment The Council discussed the latest filming donation Cllr Alan Wellman proposed, Cllr Platts seconded and it was unanimously RESOLVED to earmark these funds for the Ward Road Play area project Clerk to allocate the donation once it is in
95. 95.1 95.2 95.3 95.4 Resolution Action	<p>Governance and Policy</p> <ul style="list-style-type: none"> The Internal Auditor's report was noted. The Council noted the External Auditor's comments The Conclusion of Audit for the period ending 31st March 2019 was noted The Council reviewed the list of banking signatories. Cllr Platts proposed, Cllr Rigby seconded and it was unanimously RESOLVED to add the following councillors as signatories: Cllr Platts, Cllr Brady and Cllr Andrew Wellamn Clerk to process the paperwork
96. 96.1 96.2 Resolution Action 96.3 Resolution Action	<p>Planning and tree work:</p> <ul style="list-style-type: none"> No urgent planning applications had come in since the publication of the Agenda. Cllr Platts proposed, Cllr Sanders seconded and it was unanimously RESOLVED to submit a comment of support to the New Premises Licence application for the Old Prison on application C/19/01103/PRMA Clerk to submit the comment Cllr Brady proposed, Cllr Platts seconded and it was unanimously RESOLVED to submit a comment of support to application 19/03345/FUL for alterations in appearance to The Former Coln Valley Smokery Building, Far Peak, Northleach Mary to submit the comment

97.	Project Work
97.1	<ul style="list-style-type: none"> The course information is not yet available in order to draw up the Council's applications to CDC's new Community Activity Support grant
Action	<ul style="list-style-type: none"> Cllr Brady will supply the information when she receives it
Action	<ul style="list-style-type: none"> Clerk to add this onto the November meeting for agreement to progress the application
97.2	<ul style="list-style-type: none"> The Council considered how to increase members of the Community email list through posters and Facebook and how to direct people to the sign-up process on the website
Action	<ul style="list-style-type: none"> Clerk and Mary to action some of these to drive up numbers
97.3	<ul style="list-style-type: none"> The quotations for urgent work needed to Westwoods Centre roof and gutters was discussed and it was agreed to hold an Extraordinary Meeting on Wednesday 23rd October
Action	<ul style="list-style-type: none"> Clerk to draw up the Agenda tomorrow, send the quotes received and ask the Supervisor to attend and explain the work needed
97.4	<ul style="list-style-type: none"> It was agreed not to progress on a Quantity Surveyor at this point
97.5	<ul style="list-style-type: none"> Cllr Hewer asked the Council to consider wording for and distribution of a leaflet regards CCTV in order to establish resident's views on this.
Resolution	<ul style="list-style-type: none"> Cllr Morley-Blackwell proposed, Cllr Platts seconded it was RESOLVED by a majority that the council will not be leading on this issue
98.	The Council noted the items discussed by committees for inclusion in 2020 -2021 budget. It was agreed to discuss all these at the Strategy Meeting on 23 rd October
MATTERS FOR INFORMATION	
99.	The draft minutes from PPMC Committee Meeting on 9 th September 2019 were unavailable
Action	<ul style="list-style-type: none"> Clerk will circulate the minutes when they are updated
100.	The draft minutes from Westwoods Committee meeting on 1 st October were unavailable
Action	<ul style="list-style-type: none"> Clerk to circulate the minutes when they are updated
101.	The draft minutes from Finance, Funds and Grants Committee meeting on 8 th October are being reviewed by the Committee
Action	<ul style="list-style-type: none"> Clerk to send these out once they have been checked
102.	It was agreed that Cllr Platts and Cllr Rigby will attend the Joint Councillor Surgery on 23 rd October from 6 – 7 pm with Cllr Hodgkinson and Cllr Dale
103.	The Strategy Meeting for 2020 -2021 will take place on 23 rd October from 7 pm after the Extraordinary Meeting regards the Westwoods roofing and guttering
104.	Future Agenda Items: (Please note no discussions or decisions to be made under this item) VE Day Celebration, Adult exercise equipment, car parking to include an invite to Chris Hancock, CDC Community grant support,
Action	<ul style="list-style-type: none"> Clerk to add to the next relevant agenda
105.	Resolve to move to a Confidential Session pursuant to s.1(2) of the Public Bodies (Admission to Meetings) Act 1960 and Standing Order 19a
105.1	<ul style="list-style-type: none"> The Council considered recommendations from Finance Committee to update the Administration Assistant's job description, contract and job title, and to offer membership of the Local Government Pension Scheme.
Resolution	<ul style="list-style-type: none"> Cllr Alan Wellman proposed, Cllr Morley-Blackwell seconded and it was unanimously RESOLVED to accept the recommendation.
Action	<ul style="list-style-type: none"> Cllr Brady and Clerk to process the changes
106.	Date & time of next meeting – Town Council, Wednesday 20 th November 2019 at 7 pm

There being no further business the meeting closed at 9.15 pm

Details of financial transactions: Regular payments made (pre-approved): From 10th September to 9th October

Payee	Service	Method	Total Amount	Cost centre	Authority
Total Salaries	Salaries, pensions, PAYE and NIC for all staff for September	SO and BACS	£3,452.70	TC / 02	LGA 1972 s.112
Zen Internet	Broadband	DD	£32.40	TC / 05	LGA 1972 s.133
Grundon	Waste collection	DD	£68.39	WW / 32	LG(MP)A 1976 s.19
Thames Water	Water for Westwoods	DD	£14.00	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	Centre	Authority
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UK Tickets	Panto Tickets	6093602	£27.76	WW / 28	LG(MP)A1976 s.19
Curious Wine	Tree survey meet	Debit Card	£5.00	TC / 62	LGA 1972 s.111
Cotswold District Council	Temp Event Notice	Debit Card	£21.00	WW / 28	LG(MP)A1976 s.19
Co-op	Stamps	Debit Card	£11.52	TC / 5	LGA 1972 s.111
Storm Internet	Web Hosting	34008	£163.19	TC / 72	LGA 1972 s.111
Post Office	Thank you cards	Debit Card	£2.99	TC / 11	LGA 1972 s.111
Aldi	Litter Pick items	Debit Card	£5.74	TC / 62	LGA 1972 s.111
Petty Cash	For Westwoods	Debit Card	£40.00	WW / 71	LG(MP)A1976 s.19
Kathy Chesters (Aug)	Instructor Exercise Class	Inv. 6	£35.00	TC / 75	LGA 1976 s.19
Amanda King	Westwoods Cleaning	September	£135.00	WW / 32	LG(MP)A1976 s.19

Payments to be authorised

TT Pumps	Annual Service	0212594	£308.65	WW / 31	LG (MP) A 1976 s.19
A & E Fire & Security	Emergency repair	220612	£156.16	WW / 31	LG(MP)A1976 s.19
Spot On Supplies	Cleaning products	12043967	£53.13	WW / 32	LG(MP)A1976 s.19
Spot On Supplies	Cleaning products	12044228	£28.73	WW / 32	LG(MP)A1976 s.19
Westwood Centre	Hall hire (August)	10/2859	£63.00	TC / 12	LGA 1976 s. 19
Westwood Centre	Hall Hire (September)	10/2870	£84.00	TC / 12	LGA 1976 s.19
McCracken	Grounds Maintenance September	9204	£3,735.60	TC / 60	HA 1980 s.9, PHAA 1907 s.76 & LGA 1972 s.214
Cally Maxwell	Exercise class	207	£98.00	TC / 75	LGA 1976 s.19
Viking Direct	Office Supplies	569704	£43.62	TC / 5	LGA 1972 s.111
Cellar Services	Bar Stock	3266136	£436.05	WW / 29	LG (MP)A1976 s.19