



NORTHLEACH WITH EASTINGTON TOWN COUNCIL

The Westwoods Centre, Bassett Road, Northleach, GL54 3QJ
Tel: 01451 861499, Email: clerk@northleach.gov.uk

All Members of the Council are hereby summoned to attend the
MEETING of NORTHLEACH WITH EASTINGTON TOWN COUNCIL

On Wednesday 22nd January 2020 at 7.00 pm

for the purpose of considering and resolving upon the business to be transacted as set out hereunder.

Members of the public are also invited to attend.

Dated this day 16th January 2020 and signed by Mrs C. Crompton, Clerk to Northleach with Eastington Town Council

AGENDA

1.	To receive apologies for absence	Verbal
2.	To receive Councillors' declarations of interests.	Verbal
PUBLIC PARTICIPATION		
3.	Public Question Time – in accordance with Standing Orders 3(e), (f) and (g). The period designated for public participation in a meeting shall not exceed 20 minutes overall and 3 minutes per person unless directed by the Chairman.	Verbal
4.	To receive a report from the County Councillor Paul Hodgkinson	Verbal
5.	To receive a report from District Councillor Tony Dale	Verbal
MATTERS FOR DECISION		
6.	To confirm the minutes of the Town Council Meeting held on 11 th December 2019	Attached
7.	To receive the Action Point Update and Clerk's Report from 11 th December 2019	Attached
8.	Financial Decisions:	
8.1	• To receive details of the bank balances on 15 th January 2020	Additional Page 2 Additional Additional Additional
8.2	• To record bills paid since the last meeting and approve following bills for payment	
8.3	• Consider a third transfer of funds to the Savings Account	
8.4	• Consider new cost centres in 2020 - 2021 budget for VE Day and CNN Project	
8.5	• Consider information from Cotswold District Council regards joint registration of the Market Place toilet block	
8.6	• Note that the tenders submitted for the Grounds Maintenance Contract 2020 – 2023 will be reviewed at an Extraordinary Meeting on Wednesday 29 th January at 7pm	
9.	Matters Affecting Council Employees - 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	
9.1	• Receive recommendation from Staffing Sub Committee to increase the Clerk's contractual hours	Verbal
10.	Budget Planning 2020 – 2021	
10.1	• Review Year to Date payments and receipts by cost centre	Attached Attached To follow
10.2	• Receive the Year to Date Financial Statement April 2019 to end December 2019	
10.3	• Consider the proposed Budget 2020 – 2021 and variations based on the Council's priorities	
11.	Planning and tree work:	
11.1	• To discuss any urgent planning applications since the publication of the Agenda.	Verbal Circulated
11.2	• Note Council's response to application, 19/04128/FUL at Hilmarton Mill End, for installation of 2 dormer windows and 1 rooflight to facilitate a loft conversion and removal of the chimney	
11.3	• Note Council's response to 19/04538/FUL at Cats Abbey Hall Northleach, for a proposed stables block (3 stables) and hay and machinery store	Circulated
12.	Project Work	
12.1	• Receive update on VE Day Celebrations	Verbal To follow
12.2	• Receive update from CNN and consider requests for support	

MATTERS FOR INFORMATION		
13.	Note draft Finance, Funds and Grants Meeting minutes from 14 th January 2020	Attached
14.	Future Agenda Items: Note that no discussion or decision can be made under this item	Verbal
15.	Date & time of next meeting – Town Council on Wednesday 26 th February 2020 at 7 pm	Verbal

Details of financial transactions: Regular payments made (pre-approved): from 4th December to 15th January 2020

Payee	Service	Method	Total Amount	Cost centre	Authority
Total Salaries	Salaries, pensions, PAYE and NIC for all staff for December	SO, and BACS	£4,532.63	TC / 02	LGA 1972 s.112
Zen Internet	Broadband	DD	£32.40	TC / 05	LGA 1972 s.133
Grundon	Waste collection	DD	£54.73	WW / 32	LG(MP)A 1976 s.19
Thames Water	Water for Westwoods	DD	£14.00	WW / 48	LG(MP)A 1976 s.19
Mainstream Digital	Phone line rental	DD	£1.07	TC / 05	LGA 1972 s.133
Google	Google Cloud G Suite	DD	£4.60	TC / 72	LGA 1972 s.133

Payments authorised between meetings (max £500 per item) or to avoid late payment fees:

Supplier	Service	Invoice	Amount	Centre	Authority
Juantech	New charger	111219	£14.98	TC / 49	LGA 1972 s.111
Tesco	Carpet Cleaner	091219	£3.50	WW / 32	LG (MP) A 1976 s.19
Sign Holders	Defib poster signs	171219	£151.20	TC / 76	PHA 1936 s.234
Aldi	Panto refreshments	091219	£9.40	WW / 28	LGA 1972 s.145

Payments to be authorised:

GRCC	Annual Membership	Annual	£25.00	TC / 6	LGA 1972 s.142
David Payne	Churchyard Light	4525	£46.80	TC / 63	LGA 1972 s.215
Guru Ltd	Shared Hosting	89641	£5.99	TC / 13	LGA 1972 s.111
Hewer Facilities	Market Place Defib install	169616	£282.00	TC / 76	PHA 1936 s.234
Kathy Chesters	Exercise Class	Dec and Jan	£84.00	TC / 75	LGA 1976 s.19
Cally Maxwell	Exercise Class	December 218	£28.00	TC / 75	LGA 1976 s.19
Westwood Centre	Hall hire (December)	10/2938	£63.00	TC / 12	LGA 1976 s. 19
McCracken	Grounds Maintenance Dec	9324	£1,257.60	TC / 60	HA 1980 s.9, PHAA 1907 s.76 & LGA 1972