

**Northleach with Eastington Town Council**

**MINUTES OF THE TOWN COUNCIL MEETING HELD ON Wednesday 22<sup>nd</sup> January 2020**

PRESENT: Cllr Rob Platts (Chair), Cllr Alan Wellman (Vice Chair) Cllr Hulcup, Cllr Andrew Wellman, Cllr Morley-Blackwell, Cllr Rigby, Cllr Hewer, Cllr Brady, Cllr Sanders, Mrs Cat Crompton (Clerk), Cllr Paul Hodgkinson, Cllr Tony Dale and 6 members of the public

<b>143.</b>	Cllr Larner was unavailable and sent apologies, Cllr Alan Wellman left after point 147
<b>144.</b>	No interests were declared
<b>PUBLIC PARTICIPATION</b>	
<b>145.</b>	<b>Public Question Time</b> <ul style="list-style-type: none"> <li>• Members of the public attended and spoke on a range of matters.</li> <li>• A local resident asked if the Town Council would support a bid to re-open the pedestrian access to the doctor's surgery from Eastington Road.</li> </ul>
<b>146.</b>	<b>County Councillor Paul Hodgkinson gave a report</b> <ul style="list-style-type: none"> <li>• The monitoring of the Old A40 is continuing every month. There was a short-term plan to re-open the road if there was no further movement in 3 straight months. However, movement has occurred and so the short-term plan will not go ahead at this point. The more permanent long-term solution is now expected to take place in the Spring</li> <li>• The Black Cat Community Café will be hosting the new library service. This is a 6-month pilot to retain a library service in the area and it is hoped that it will be well used.</li> <li>• Clerk and Administration Officer to help publicise this</li> <li>• There is a focus group called Windrush Against Sewage Pollution (WASP) which is looking at water quality in our local rivers. There is a legal loophole which allows sewage to be released into the river network during periods of high rainfall and this is causing parts of our rivers to die. WASP are willing to come and brief the Town Council with County and District Councillors in the first instance so we understand the issues.</li> <li>• Cllr Hodgkinson will organise a meeting with WASP and liaise with the Clerk</li> </ul>
<b>147.</b>	<b>District Councillor Tony Dale gave a report</b> <ul style="list-style-type: none"> <li>• The site discussed in Public Questions is in Northleach Ward but could affect all the surrounding villages. All GCC and CDC authorities are aware that the site has changed hands. There has been a formal planning application for a small cottage with landscaping. Officers will monitor the development and follow enforcement entirely in accord with normal provisions.</li> <li>• The Inspector in charge of Rural Policing in this area has confirmed that a new police person will be assigned specifically to Bourton and Northleach. Gloucestershire police will be recruiting around 50 new constables over the next few years</li> <li>• The waste collection service is changing considerably after March and this will be communicated to every household over the next few weeks.</li> <li>• A new climate change manager is starting shortly at Cotswold District Council (CDC). As part of his brief he will ensure that any new Council buildings are ecologically friendly and will be on hand to advise local parishes.</li> <li>• The Memorial car park in Cirencester will be opening in March and this will offer an extra 76 spaces. The Rugby car park opens in the next few months with an additional 233 spaces and then another 113 will be available near the leisure centre</li> <li>• CDC have just voted through a council tax support scheme to support those families in need</li> </ul>
<b>MATTERS FOR DECISION</b>	
<b>148.</b>	Cllr Andrew Wellman proposed, Cllr Brady seconded and it was unanimously <b>RESOLVED</b> to confirm the minutes of the Town Council Meeting held on 11 <sup>th</sup> December 2019 as a true and accurate reflection of the meeting and they were duly signed
<b>149.</b> <b>Action</b>	The Action Point Update and Clerk's Report from 11 <sup>th</sup> December 2019 were received <ul style="list-style-type: none"> <li>• Cllr Rigby and Cllr Platts to find details of local youth councils</li> <li>• Clerk to check with the insurance broker regards supporting public events</li> </ul>
<b>150.</b> <b>Resolution</b>	<b>Financial Decisions:</b> <ul style="list-style-type: none"> <li>• The bank balances from 15<sup>th</sup> January 2020 were received</li> <li>• The bills were reviewed. Cllr Brady proposed, Cllr Hulcup seconded and it was unanimously <b>RESOLVED</b> to authorise the following bills</li> </ul>

	<ul style="list-style-type: none"> <li>• Clerk to process the payments and inform the online authorisers</li> <li>• Cllr Platts proposed, Cllr Hulcup seconded and it was unanimously <b>RESOLVED</b> to transfer £28K of funds to the Savings Account</li> </ul>
<b>Action 150.3</b>	
<b>Resolution Action 150.4</b>	<ul style="list-style-type: none"> <li>• Clerk to process the transfer and inform the online authorisers</li> <li>• New cost centres in 2020 - 2021 budget for VE Day and the CNN Project were suggested and will be considered with the budget discussions</li> </ul>
<b>150.5</b>	<ul style="list-style-type: none"> <li>• The Councillors considered the information from Cotswold District Council (CDC) regards joint registration of the Market Place toilet block and believe that they need more information in order to progress this.</li> </ul>
<b>Action 150.6</b>	<ul style="list-style-type: none"> <li>• Clerk to ask the CDC solicitor for a meeting and liaise with Cllr Hulcup and Cllr Platts in the first instance</li> <li>• Note that the tenders submitted for the Grounds Maintenance Contract 2020 – 2023 will be reviewed at an Extraordinary Meeting on Wednesday 29<sup>th</sup> January at 7pm</li> </ul>
<b>151.</b>	<b>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</b>
<b>Resolution 151.1</b>	<ul style="list-style-type: none"> <li>• Councillors received recommendation from Staffing Sub Committee to increase the Clerk's contractual hours following a review over the last 6 months</li> <li>• Cllr Brady proposed, Cllr Hewer seconded and it was <b>RESOLVED</b> that the Clerk's contractual hours be increased from 20 to 23 hours per week, subject to agreement with the staff member; plus, an extra paid hour per week for training</li> </ul>
<b>152.</b>	<b>Budget Planning 2020 – 2021</b>
<b>Action 152.1</b>	<ul style="list-style-type: none"> <li>• The Council reviewed the Year to Date payments and receipts by cost centre</li> <li>• Clerk and Cllr Rigby will discuss some of the cost centres in more detail separately</li> </ul>
<b>152.2</b>	<ul style="list-style-type: none"> <li>• The Councillors received the Year to Date Financial Statement April to end December 2019</li> </ul>
<b>152.3</b>	<ul style="list-style-type: none"> <li>• The Councillors discussed the proposed Budget 2020 – 2021 and variations based on the Council's priorities</li> </ul>
<b>Action 152.4</b>	<ul style="list-style-type: none"> <li>• It was agreed that the budget decisions will take place at the Extraordinary Meeting along with the Precept and Tender agreement on Wednesday 29<sup>th</sup> January</li> <li>• Clerk to add budget discussions to the Extraordinary Meeting</li> </ul>
<b>153.</b>	<b>Planning and tree work:</b>
<b>153.1</b>	<ul style="list-style-type: none"> <li>• There were no urgent planning applications since the publication of the Agenda.</li> </ul>
<b>153.2</b>	<ul style="list-style-type: none"> <li>• Cllr Hewer proposed, Cllr Hulcup seconded and it was unanimously <b>RESOLVED</b> to submit a comment of "no objection" 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</li> <li>• Administration officer to submit the comment</li> </ul>
<b>Action 153.3</b>	<ul style="list-style-type: none"> <li>• Cllr Hewer proposed, Cllr Hulcup seconded and it was unanimously <b>RESOLVED</b> to submit a comment of "no objection" to the application 19/04538/FUL at Cats Abbey Hall Northleach, for a proposed stables block (3 stables) and hay and machinery store</li> <li>• Administration Officer to submit the comment</li> </ul>
<b>154.</b>	<b>Project Work</b>
<b>154.1</b>	<ul style="list-style-type: none"> <li>• The Town Council received an update on VE Day Celebrations</li> </ul>
<b>154.2</b>	<ul style="list-style-type: none"> <li>• The Councillors received an update from the CNN group. The group have suggested a number of areas that they would like the Council to support on. Following a discussion, it was recommended that the Council support them as an independent working group in their own right. If it becomes a working group of the Town Council there would be too many restrictions.</li> </ul>
<b>154.3</b>	<ul style="list-style-type: none"> <li>• Occasional room hire was discussed and it was agreed that the Council is not able to offer this for free to one group over another. It was suggested that the CNN Group could apply for a grant from the Town Council to cover these costs. In regards corresponding with other groups on their behalf, this will not be possible at this time. It was also requested that one person is nominated to feed queries to the Council office so the requests can be managed effectively.</li> <li>• Cllr Platts to respond to the CNN group on behalf of the Council</li> <li>• Cllr Rigby can support on creating a web page on the Town website</li> </ul>
	<b>MATTERS FOR INFORMATION</b>
<b>155.</b>	The draft Finance, Funds and Grants Meeting minutes from 14 <sup>th</sup> January 2020 were noted
<b>156.</b>	There were no Future Agenda Items noted
<b>157.</b>	<b>Date &amp; time of next meeting</b> – Town Council on Wednesday 26 <sup>th</sup> February 2020 at 7 pm

There being no further business the meeting closed at 9.10 pm

**Details of financial transactions: Regular payments made (pre-approved): From 5<sup>th</sup> December to 15<sup>th</sup> January**

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 (up to £500) or to avoid late payment costs**

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