

## Northleach with Eastington Town Council

### MINUTES OF THE TOWN COUNCIL MEETING HELD ON Wednesday 26<sup>th</sup> February 2020

PRESENT: Cllr Rob Platts (Chair), Cllr Alan Wellman (Vice Chair) Cllr Hulcup, Cllr Andrew Wellman, Cllr Morley-Blackwell, Cllr Rigby, Cllr Brady, Cllr Sanders, Cllr Larner, Mrs Cat Crompton (Clerk) and 3 members of the public

158.	Cllr Hewer, Cllr Hodgkinson and Cllr Tony Dale were unavailable and sent apologies
159.	There were no declarations of interests.
<b>PUBLIC PARTICIPATION</b>	
160.	Two residents spoke about planting trees on the area between the Surgery and the Westwoods Centre. The Woodland Trust will supply the trees, the group will provide the labour to plant these and ongoing maintenance. It is hoped to plant around 300 trees this year in the Parish. Several areas were discussed.
160.1	<ul style="list-style-type: none"> <li>The area outside the Westwoods Centre has been earmarked for sports use therefore more information would be needed in order to make a decision. Other areas such as the playing field, Wills and Hamilton Meadow and the Green Ring have also been considered</li> </ul>
Action	<ul style="list-style-type: none"> <li>Clerk to add the matter to the March agenda to agree suitable locations</li> </ul>
161.	County Councillor Paul Hodgkinson was unavailable and sent the following report
161.1	<ul style="list-style-type: none"> <li>Pavement and road repairs: there were issues with the pavement along the High Street from East End and he was able to get Highways to fix them. In addition, the road at Crail View junction was uneven and Highways have now repaired it following his request.</li> </ul>
161.2	<ul style="list-style-type: none"> <li>WASP - the meeting with WASP went well. Paul wrote to Thames Water about the discharge of sewage into the Rivers Windrush and Dikler and had a reply which admitted the problem but with no timescales as to when the problem would be fixed. A lot of vocal support is needed to press Thames Water to sort out the issues.</li> </ul>
161.3	<ul style="list-style-type: none"> <li>Speed survey East End – this will take place before the end of March.</li> </ul>
161.4	<ul style="list-style-type: none"> <li>He proposed an extra £1 million to go into supporting rural bus services at the County Council budget meeting last week. The administration rejected that on the basis that they expected the Government to be funding this via the £5bn over 5 years which was announced recently for buses and cycleways. There is no detail as to how much will find its way to Gloucestershire but he will keep pressing given the continued issues re the 801 service. He has also submitted a question on this to the next county council meeting on 25<sup>th</sup> March</li> </ul>
162.	District Councillor Tony Dale was unavailable
<b>MATTERS FOR DECISION</b>	
163. Resolution	Cllr Rigby proposed, Cllr Brady seconded and it was unanimously <b>RESOLVED</b> to accept the minutes of the Town Council Meeting held on 22 <sup>nd</sup> January 2020 as a true and accurate reflection of the meeting and they were duly signed
164. Resolution	Cllr Morley-Blackwell proposed, Cllr Brady seconded and it was unanimously <b>RESOLVED</b> to confirm the minutes of the Extraordinary meeting on 29 <sup>th</sup> January 2020 as a true and accurate reflection of the meeting and they were duly signed
165. Action	The Action Point Updates from the 22 <sup>nd</sup> and 29 <sup>th</sup> January 2020 were discussed
Action	<ul style="list-style-type: none"> <li>Clerk to circulate the documents from Cotswold District Council's solicitor to councillors about the toilet block</li> <li>Cllr Platts to contact resident suggested regards informal legal advice for the toilet block</li> </ul>
166.	<b>Financial Decisions:</b>
166.1	<ul style="list-style-type: none"> <li>The details of the bank balances on 14<sup>th</sup> February 2020 were received including the savings account balance</li> </ul>
166.2 Resolution	<ul style="list-style-type: none"> <li>Cllr Brady proposed, Cllr Rigby seconded and it was unanimously <b>RESOLVED</b> to record bills paid since the last meeting and approve the attached bills for payment</li> </ul>
166.3	<ul style="list-style-type: none"> <li>The 2020 Panto was discussed. The Council agreed to include it on the budget and still need to agree how to fund it</li> </ul>
Action	<ul style="list-style-type: none"> <li>Clerk to add the Panto funding decision to the March Town Council agenda</li> </ul>
166.4	<ul style="list-style-type: none"> <li>The Councillors noted the grants received from Cotswold District Council (CDC) as £800 for 2020 youth activities and £525 for the Strong and Steady class</li> </ul>
167.	<b>Governance and Policy</b>

<p><b>167.1</b> <b>Resolution</b></p> <p><b>Action</b></p> <p><b>167.2</b></p> <p><b>167.3</b></p> <p><b>Action</b></p> <p><b>Action</b></p> <p><b>167.4</b></p> <p><b>Action</b></p> <p><b>Action</b></p> <p><b>Action</b></p>	<ul style="list-style-type: none"> <li>• Cllr Brady proposed, Cllr Sanders seconded and it was <b>RESOLVED</b> by a majority to co-opt Mr Steve Abbotts onto the Town Council</li> <li>• Clerk and Administration Officer to make contact and issue the induction pack</li> <li>• No councillors are available for the Planning Training sessions at CDC on 16<sup>th</sup> / 17<sup>th</sup> March</li> <li>• The format of the Annual Town Meeting was discussed and a theme of "sustainability" was agreed. It was decided that the meeting date would be Thursday 23<sup>rd</sup> April</li> <li>• Cllr Platts to draw up the details to be communicated to groups</li> <li>• Clerk and Administration Officer to communicate the meeting out</li> <li>• The Councillors considered adopting the draft sickness policy for employees. Several elements of the policy were discussed and changes suggested.</li> <li>• The Staffing Committee will review the policy in light of these suggestions</li> <li>• Clerk to add the revised policy to the March agenda for approval</li> <li>• Clerk to add Cathedral Leasing to pre-approved bills list</li> </ul>
<p><b>168.</b></p> <p><b>168.1</b></p> <p><b>168.2</b></p> <p><b>168.3</b> <b>Resolved</b></p> <p><b>Action</b></p> <p><b>168.4</b></p> <p><b>Action</b></p>	<p><b>Planning and tree work:</b></p> <ul style="list-style-type: none"> <li>• There were no urgent planning applications since the publication of the Agenda.</li> <li>• Councillors had no additional comments to the revised application 20/00601/FUL at 6 Farmington Road</li> <li>• Cllr Platts proposed, Cllr Andrew Wellman seconded and it was unanimously <b>RESOLVED</b> that Councillors had no objection to application 19/04590/LBC, replacement of stolen lead roof coverings to former cell block in zinc at the Old Prison Fosseyway</li> <li>• Administration Officer to submit the comment</li> <li>• Councillors noted the new process for displaying planning notices which the Administration Officer will be monitoring</li> </ul>
<p><b>169.</b></p> <p><b>169.1</b></p> <p><b>169.2</b></p> <p><b>169.3</b></p> <p><b>Action</b></p> <p><b>Action</b></p> <p><b>169.4</b></p> <p><b>169.5</b></p> <p><b>Action</b></p> <p><b>Action</b></p> <p><b>Action</b></p> <p><b>169.6</b> <b>Resolution</b></p> <p><b>Action</b></p> <p><b>Action</b></p> <p><b>169.7</b></p> <p><b>169.8</b></p> <p><b>Action</b></p>	<p><b>Project Work</b></p> <ul style="list-style-type: none"> <li>• The Councillors considered the tree survey quotes comparison chart. This is to engage a contractor to conduct a survey of the tree stock in 2020 – 2021. It was agreed that more information should be gathered from Contractors D and E who had the most competitive quotes.</li> <li>• It was agreed to ask the following questions: 1) If we purchase an OS mapping system at a cost of £300 is this a one off cost or an annual charge? 2) Is it possible to get a suitable PDF version of the trees mapped rather than a complicated plan? 3) Are tree tags essential if we have a detailed plan? 4) We have Parish Online but not sure if that will allow us to plot trees in the level of detail required? 5) Will the contractors be able to come and talk to us? 6) How does their individual mapping work? 7) Ask Contractor E why they do not have £5m insurance cover which is the industry standard</li> <li>• Clerk and Administration Officer to follow up on these areas with Contractors D and E</li> <li>• Clerk to add final decision to March meeting</li> <li>• There was no update on VE Day Celebrations as there is no funding available.</li> <li>• The following have been suggested: a parish celebration involving the youth groups; a street party based around the Pavilion with games and a quiz; a swing band and a BBQ. Trying to establish appropriate insurance has been an issue</li> <li>• Cllr Brady will contact an insurance company to establish the standard costs</li> <li>• Cllr Larner to draw up a list of costs and circulate it to Councillors</li> <li>• Clerk to communicate with the Church, Fosse Lions and British Legion to establish if they have any plans</li> <li>• Cllr Platts gave an update on the WASP meeting on 13<sup>th</sup> February. Cllr Brady proposed, Cllr Larner seconded and it was <b>RESOLVED</b> by a majority that a public meeting will be held at the Cotswold Hall after the Annual Town Meeting.</li> <li>• Cllr Platts to communicate with the WASP group to agree a date.</li> <li>• Administration Officer to organise the meeting once dates are agreed.</li> <li>• An update on the CNN was received from Cllr Platts.</li> <li>• The request to use the Playing Field and car park for concert parking on 22<sup>nd</sup> and 23<sup>rd</sup> May was discussed. The Friday is available but not the Saturday as there is cricket on</li> <li>• Clerk to feed this back to the organisers with alternative suggestions of the fire station and Westwoods car park.</li> </ul>
<b>MATTERS FOR INFORMATION</b>	
<p><b>170.</b></p>	<p>The draft Minutes from the Westwoods Meeting on 4<sup>th</sup> February 2020 were noted</p>
<p><b>171.</b></p>	<p>The draft Minutes from the Property and Premises Committee Meeting on 10<sup>th</sup> February 2020 were noted</p>
<p><b>172.</b></p>	<p><b>Future Agenda Items:</b> Note that no discussion or decision can be made under this item:</p>

	Registration of toilet block and presentation from Terra-Cycle project at the March meeting
<b>173.</b>	<b>Date &amp; time of next meeting</b> – Town Council Meeting on Wednesday 25 <sup>th</sup> March 2020 at 7 pm

There being no further business the meeting closed at 9.30 pm

**Details of financial transactions: Regular payments made (pre-approved): From 16<sup>th</sup> January to 12<sup>th</sup> February 2020**

Payee	Service	Method	Total Amount	Cost centre	Authority
Total Salaries	Salaries, pensions, PAYE and NIC for all staff for period above	SO, and BACS	£4,905.49	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	LGA 1972 s.133
Thames Water	Water for Westwoods	DD	£14.00	WW / 48	LGA 1972 s.133
Google	Google Cloud G Suite	DD	£4.60	TC / 72	LGA 1972 s.111
Guru	Shared Hosting	DD	£5.99	TC / 72	LGA 1972 s.111

**Payments authorised between meetings (up to £500) or to avoid late payment costs**

Supplier	Service	Invoice	Amount	Centre	Authority
Amazon	Wall mounted key safe	3993924	£22.27	WW / 80	PHA 1936 s.234
Mary Cassidy	Mileage for course	290120	£19.80	TC / 9	LGA 1972 s.111
Amanda King	Westwoods Cleaning	February	£192.00	WW / 32	LG(MP)A1976 s.19
Barriers Direct	Bike Racks	PPMC	£86.44	TC / 62	LG(MP)A1976 s.19 (3)

**Payments to be authorised**

D M Payroll	Payroll Services 2 <sup>nd</sup> half 2019	798	£61.50	TC / 8	LGA 1972 s.111
Westwood Centre	Hall hire (January)	10/2955	£84.00	TC / 12	LGA 1976 s. 19
McCracken	Grounds Maintenance Jan	9360	£1,257.60	TC / 60	HA 1980 s.9, PHAA 1907 s.76 & LGA 1972
Leeson Property	Guttering and repointing work	0011	£4,164.00	WW / 31	LGA 1972 s.133
Mrs C Maxwell	Exercise Class	001	£35.00	TC / 75	LG (MP) A 1976 s.19
Viking Direct	Printer cartridges and supplies	846775	£306.24	TC / 5	LGA 1972 s.111
Viking Direct	Wall clock	856143	£9.92	WW / 35	LG(MP)A1976 s.19
Yates Plumbing	Emergency repair to hall leak	0113	£48.90	WW / 31	LGA 1972 s.133
David Payne	Conducting 5 yearly electrical installation test	4649	£312.00	WW / 79	LGA 1972 s.133
Leeson Property	Roof work and guttering	007	£2,396.14	TC / 66	LGA 1972 s.133
Chaplin's Pantos	Deposit 20/12	NOR064A	£180.00	WW / 28	LGA 1972 s.145