



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 19th August 2020 at 7.00 pm

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

The meeting will be held remotely via Zoom.

Zoom details: <https://us02web.zoom.us/j/87964228616>

Dial in: 0203 901 7895 Meeting ID: 879 6422 8616

Members of the public are also invited to attend. The meeting will be recorded.

Dated this day 13th August 2020 and signed by Rob Platts, Chairman

AGENDA

1.	To receive apologies for absence	Verbal
2.	To note resignation of Councillors Janine Larner and Caroline Sanders	Verbal
	To note resignation of the Town Clerk	Verbal
3.	To receive Councillor's declarations of interests	Verbal
4.	To receive reports from District & County Councillors	
5.	Public participation To receive questions from members of the public relating to items on the Agenda, in accordance with the Council's standing orders. Due to the coronavirus outbreak, the council will be meeting online. Members of the public may submit questions in advance to the Clerk on email to clerk@northleach.gov.uk by the end of Monday 17 th August.	Verbal
MATTERS FOR DECISION		
6.	Approval of Draft Minutes:	
6.1	Ordinary Meeting of the Town Council on Wednesday 15 th July 2020	Attached
6.2	Extraordinary Meeting of the Town Council on Friday 17 th July 2020	
7.	To receive the Action Point Updates	Attached
8.	Financial Decisions:	
8.1	Receipts & Payments: To record payments since the last meeting and approve the Receipts and Payments for August.	
8.2	To approve the order of a Christmas Tree from Bibury Contractors for a budgetary figure of £850 (it was £756 last year).	
9.	Governance and Policy	
9.1	To resolve that the position of Town Clerk be unremunerated and appoint a volunteer in the role of Clerk and Responsible Financial Officer until 31 st May 2021.	Verbal
9.2	Co-opt three new councillors	Verbal
9.3	Progress the re-opening of the Westwoods Centre: Agreement on method of risk assessment, timescale etc	Verbal
9.4	Staffing Subcommittee – Resolution that the Subcommittee is dissolved.	Verbal

10.	Planning Applications			
	New Applications – those listed below and any urgent applications received			
	Number	Address		Proposal
	20/02230/FUL	The Old Forge West End Northleach Cheltenham Gloucestershire GL54 3EZ		Erection of 1no. outbuilding
	20/02749/TCONR	Greystones West End Northleach Cheltenham Gloucestershire GL54 3EZ		To take down Holly tree to stump level
20/02028/FUL	25 Fallows Road Northleach Cheltenham Gloucestershire GL54 3QQ	Single storey rear extension (Resubmission of 19/02818/FUL)		
11.	Project Work			
11.1	Consideration of quotes from Gloucestershire Wildlife Trust for survey information and advice to implement the Meadow Management Plan. Namely: Biodiversity Enhancement Plan & Five Year Management Plan (site visit, travel, expenses and electronic plan) £2,050 + VAT, Total £2,460		To Follow	
11.2	Ward Road Play Area: Note replacement of two swing seats at a total of £386.40 inc VAT (already purchased)		Verbal	
11.3	Ward Road Play Area Working Group – confirmation of membership and future actions		Verbal Cllr Andrew Wellman	
11.4	Review of Proposed Tree Planting Plan			
11.5	Request for permission to park community minibus at the Westwoods Centre.		Verbal	
11.6	Cancellation of the plan to utilise the Tayler Room in the Westwoods Centre as the admin office		Verbal	
Date & time of next meeting: Wednesday 16 th September at 7pm via video conference				

Agenda Item 8.1 Details of financial transactions:

Income received

From	For	Date	Amount
CP Ranson Stonemasons	Cemetery fees		£33.00
Cotswold District Council	Coronavirus Small Business Grant	05/08/20	£10,000.00
Total Receipts			£10,033.00

Regular payments made (pre-approved)

Payee	Service	Method	Total Amount	Authority
Total Salaries	Staff costs August	SO, BACS	£2,237.76	LGA 1972 s.112
Zen Internet	Broadband July & Aug	DD	£64.80	LGA 1972 s.111
Grundon	Waste collection July	DD	£60.98	LGA 1972 s.133
Thames Water	Water for Westwoods Centre	DD	£23.00	LGA 1972 s.133
Google	Google Cloud G Suite July	DD	£4.60	LGA 1972 s.111
Subtotal			£2,391.14	

Payments authorised between meetings or to avoid late payment fees

Supplier	Service	Invoice	Amount	Authority
Sharon Henley	Clerk's Expenses stamps, postbox, laminating pouches, cable ties	Various	£39.11	LGA 1972 s.111
Mary Cassidy	Expenses for Playdale items	Playdale 39519	£34.67	LG(MP)Act 1976 s19(3)
Online playgrounds.co.uk	Two replacement swing seats for Ward Road play area	Pro-forma 100009057	£386.40	LG(MP)Act 1976 s19(3)
Subtotal			£460.18	

Payments to be authorised:

Supplier	Service	Invoice	Amount	Authority
McCracken & Son	Grass Cutting in July	9629	£1,345.20	HA 1980 s.9, PHAA 1907 s.76
Central Tree Services	Trim Lime Trees Jubilee Row & Fell dead tree Old Manor Cottage	00008	£408.00	HA 1980 s.96
Rob Platts	Zoom subscription for August	n/a	£14.39	LGA 1972 s.111
Community Heartbeat Trust	Pads for Defibrillator	6380	£50.40	Public Health Act 1936 s234
Alby Belcher	Fuel for Allotment maintenance	Receipt	£6.43	SHAA 1908 s.26
Parish Online	On-line mapping services	23UC074-0003	£120.00	LGA 1972 s.111
Subtotal			£1,930.03	
Total Payments			£4,781.35	