



Minutes of an Ordinary Meeting of the Northleach with Eastington Town Council held remotely on 18th November 2020 at 7pm

Members Present: Cllrs Rob Platts (Chairman), Stephen Abbotts, Caroline Brady (arrived 7:10pm) Brian Hulcup, Terry Morley-Blackwell, Mark Ogden and Andrew Wellman.

Officer present: Ms Pauline Rigby, Town Clerk

Also in attendance: County Councillor Paul Hodgkinson and District Councillor Tony Dale.

1. Apologies for Absence

Cllr Alan Wellman sent his apologies.

Cllr Brady sent apologies in case she was delayed.

2. Declarations of Interest

There were no declarations of interest.

3. District and County Council Reports

Cllr Paul Hodgkinson reported on the public health situation in Gloucestershire. The number of covid cases has escalated in the last month, although the hope is that it will stabilise after two weeks of lockdown. The rate of infection in the Cotswolds is 174 per 100,000 population, which is higher than the Gloucestershire average although it is not clear why. Unlike the first lockdown, all county council services such as recycling centres and libraries are still open.

In terms of roads, the Old A40 has re-opened today to two-way traffic after five years. He gave thanks to those involved. Highways have done a fantastic job in finding a creative solution to enable full re-opening of the road and the Town Trustees have played a key part too. Cllr Tony Dale thanked Cllr Hodgkinson and the county council Highways team for their efforts to re-open the Old A40.

Cllr Tony Dale spoke about the opportunity for the Town Council to take on the Fortey Road woodland which is owned by Cotswold District Council. The intention is to offer the asset to the Town Council with a dowry to manage the woodland for the future and he commended the offer to the Council.

He also reported on district council budget consultation; there are 3 weeks left for the public to respond. The consultation on the district green economic growth strategy consultation closed today and will be considered by cabinet in December. The waste collection service is working efficiently with new vehicles in operation.

Members raised questions about Cotswold District Council's engagement with the Government planning white paper, local government reorganisation, and the proposal to phase out cash payment for car parks in the Cotswolds.

4. Public Questions

There were no members of the public in attendance.

5. Confirmation of Minutes

It was RESOLVED that the minutes of the previous meeting of the Town Council on 21st October 2020 be confirmed and signed as a true record.

6. Action Point Update

The Town Clerk presented the Action Point Update. An additional item was noted: The first internal audit visit took place on 17 November and the report will follow.

7. Planning Matters

Application: 20/03729/FUL

Address: Beeches 7 Rixon Road Northleach Cheltenham GL54 3BG

Details: Installation of 2no. dormer windows, 3no. rooflights and 1no. side elevation window to form a loft conversion.

It was RESOLVED to submit a response of no objection.

8. Finance

8.1 The bank reconciliation to 31 October 2020 was received.

8.2 The Town Clerk explained the net position budget report. A question was raised about grant payments exceeding the budget and the Town Clerk explained that it had been agreed to pay the covid volunteer group from another budget heading but the report had been generated before the entry could be updated.

8.3 The Clerk explained that a 20% discount had been applied to the Zoom subscription so it was less than reported on the agenda. It was RESOLVED to approve payments in the sum of £5,793.35 as per the amended schedule (appended).

9. Committee Structure

9.1 The Town Clerk asked members to review the draft Committee Terms of Reference. Under the proposals, the Finance, Funding and Grants Committee becomes Finance and General Resources, Property, Premises and Maintenance Committee (PPMC) becomes Open Spaces and Amenities; the Westwoods Committee is dissolved and a new committee created, Property, Planning and Transport.

A member asked if the public would have the opportunity to comment on planning applications discussed at committee and the Clerk confirmed that public participation is included in all committee meetings.

Members requested that King George V Playing Field Trust assets are managed in the same committees as other council assets, to allow the Trust to move into more of an oversight role. The Clerk was asked to seek advice on the matter. It was noted that the terms are not set in stone but will be kept under review.

It was RESOLVED to adopt the Committee Terms of Reference, subject to an amendment to add call-in process whereby a member can request that a planning application is considered by Full Council rather than in committee.

9.3 It was RESOLVED to appoint members to committees as follows

Finance and General Resources: Cllrs Steve Abbots, Caroline Brady, Brian Hulcup, Mark Ogden and Rob Platts.

Property, Planning and Transport: Cllrs Caroline Brady, Terry Morley-Blackwell, Rob Platts and Andrew Wellman.

Open Spaces and Amenities: Cllrs Steve Abbots, Brian Hulcup, Terry Morley-Blackwell, Mark Ogden, and Andrew Wellman.

Non-councillor members of committees: Bill White, Will Rayner, and Tim Barter will be invited to join the Open Spaces committee.

9.3 The revised meetings schedule had been previously circulated. No frequency was set for the Property, Planning and Transport Committee. The Town Clerk was asked to call meetings as and when required.

10. Market Place Toilet Block

Members considered information received from Cotswold District Council about joint registration of the Public Conveniences and Bus Shelter building in the Market Place. There are two issues to address: the consequences of joint registration and how the facility will be managed going forward.

It was RESOLVED that a meeting be requested with Cotswold District Council to discuss their intentions for the building and that Cllrs Hulcup and Platts will represent the Town Council at the meeting.

11. Energy Suppliers for Council Premises

The Town Clerk presented a report on energy suppliers.

It was RESOLVED that the energy contracts be moved to Bulb if available, and that all future aspects of the discharge of this decision be delegated to the Clerk.

12. Finance Committee

The draft minutes of the Finance, Funding & Grants Committee on 30 October were received.

13. Items for future meetings

It was agreed that the acquisition of the Fortey Road woodland should be a future agenda item.

14. Next meeting

The next Town Council meeting is scheduled for 16th December 2020 at 7pm.

It was also noted that a strategy meeting has been arranged for 25th November.

The meeting closed at 8:50 pm

Signature of the Chairman on approval of the minutes: _____

Payments schedule for November 2020

Regular payments

Date	Supplier	Service	Method	Amount	Authority
21-Oct	Zen Internet	Broadband	DD	£ 32.40	LGA 1972 s133
31-Oct	Mainstream Digital	Line rental and charges	DD	£ 43.57	LGA 1972 s111
31-Oct	Grundon	Commercial waste	DD	£ 85.28	LGA 1972 s133
05-Nov	Google Ireland	Gsuite subscription	DD	£ 4.60	LGA 1972 s133
28-Nov	Staff costs	November salaries, pension	SO	£ 1,954.86	LGA 1972 s112
	Subtotal			£ 2,120.71	

Invoices

Date	Supplier	Service	Method *	Amount	Authority
23-Sep	Spot-On Supplies	Refuse sacks	BACS	£ 44.48	OSA 1906 s10
06-Oct	Carbon Neutral N'leach	Grant	BACS	£ 250.00	CCSCA 2006 s20
06-Oct	N'leach & District Assoc.	Grant	BACS	£ 700.00	LGRA 1997 s27
20-Oct	Amazon UK	Hazard / Safety tape	BACS	£ 15.33	HSWA 1974
20-Oct	Amazon UK	Self-adhesive address labels	BACS	£ 6.00	LGA 1972 s111
22-Oct	Spot-On Supplies	Cleaning supplies		£ 103.92	LGA 1972 s133
23-Oct	DM Payroll Services	Payroll service		£ 71.50	LGA 1972 s111
23-Oct	Sweetfuels	Oil @ Westwoods		£ 1,013.40	LGA 1972 s133
27-Oct	Amanda King	Westwoods Cleaning	BACS	£ 48.00	LGA 1972 s133
28-Oct	Amazon UK	Clinell wipes		£ 20.25	HSWA 1974
28-Oct	Microsoft	Exchange Kiosk licence	Card	£ 1.51	LGA 1972 s111
28-Oct	A Belcher	Allotment fuel		£ 7.08	HSWA 1974
30-Oct	Gloucester City Council	Parking fee nr Heritage Hub	Card	£ 3.30	LGA 1972 s111
31-Oct	McCracken & Son	Community Grant		£ 1,345.20	OSA 1906 s10
11-Nov	P Rigby	Mileage and stationery		£ 33.08	LGA 1972 s111
14-Nov	Zoom.us	Remote meetings software	Card	£ 9.59	LGA 1972 s111
	Subtotal			£ 3,672.64	

* Payment method shown where payment has been made.

TOTAL PAYMENTS

£ 5,793.35