



# Minutes of an Ordinary Meeting of the Northleach with Eastington Town Council held remotely on 24<sup>th</sup> February 2021 at 7pm

**Members Present:** Cllrs Rob Platts (Chairman), Brian Hulcup, Terry Morley-Blackwell, Mark Ogden, Alan Wellman and Andrew Wellman

**Officer in Attendance:** Ms Pauline Rigby (Clerk/RFO)

**Also present:** County Councillor Paul Hodgkinson and two members of the public at the start of the meeting.

The Chairman took items 4-8 in a different order to that presented on the agenda, but they are recorded in the order that they appear on the agenda for ease of reference.

## 1. **Apologies for Absence**

There were no apologies received.

## 2. **Declarations of Interest**

Cllr Platts declared an interest in Item 20, the lease to Men in Sheds, because he works for Cotswold Friends.

## 3. **County and District Council Reports**

County Cllr Paul Hodgkinson reported on the public health situation. Covid case rates in the county continue to fall and the Cotswolds is among the lowest in the country at 32 per 100,000 inhabitants in the last 7 days. The vaccination program has reached 170,000 people in the county; 30% of the adult population have received their first jab. The Government has unveiled the road out of lockdown. Schools will go back on 8 March but nothing else changes radically before April. The County Council voted to increase its element of council tax by 4.75% when it set its budget.

With respect to local highway matters, the speed survey in the east end of town is still on the schedule, and the worst potholes on the A429 between Northleach and Bourton have been fixed, although a section near the roundabout is still in need of attention. Cllr Hodgkinson then took his leave as he had another meeting to attend.

District Cllr Tony Dale was not in attendance but had sent a written report:

- Budget going forward to [Cotswold District] Council - to address economic recovery.
- Agreement for [Fortey] Woods has been forwarded for consideration – best wishes with your deliberations
- Fosse Way potholes have finally been repaired between Bourton and Northleach.

#### **4. Public Questions**

Two members of the public introduced themselves.

The business owner spoke about the planning application at Bob Houghton Ltd and answered questions.

#### **5. Confirmation of Minutes**

It was RESOLVED that the minutes of the previous meeting of the Town Council on 20 January 2021 be confirmed and signed as a true record.

#### **6. Action Point Update**

The Town Clerk gave a summary of the Action Point Update.

The Chairman reported that the agenda for the Annual Town Assembly was coming together nicely with 6 speakers accepting an invitation.

#### **7. Councillor Co-option**

There were no candidates for co-option to the vacancies on the Town Council.

#### **8. Planning Matters**

##### **8.1 Application: 20/04530/LBC**

Address: Great Union House Market Place Northleach GL54 3EJ

Details: Fitting of EV charging point to garage wall.

It was RESOLVED that the Council supports the application.

##### **8.2 Application: 20/04647/FUL**

Address: Bob Houghton Ltd Midwinter Road, Northleach, Cheltenham GL54 3JD

Details: Demolition of existing storage building and erect a new storage building

It was RESOLVED that the Council makes a comment of support as follows:

The applicant is a local business providing employment in the town. The new storage building will give the business the opportunity to continue to grow and will remove parked cars from the street. If the applicant was prepared to consider retaining the original stone wall attached to the listed building, that might mitigate the negative impacts on the neighbouring property.

##### **8.3 Application: 20/04636/FUL**

Address: 8 Crail View Northleach Cheltenham GL54 3QH

Details: Dormer loft conversion

It was RESOLVED that the Council makes a comment of 'no objection', with the general comment that some members felt the loft conversion on the north side of the roof will be very visible coming down Crail View.

##### **8.4 Application: 21/00263/FUL**

Address: 11 Mays Crescent Northleach Cheltenham GL54 3HR

Details: Proposed two storey rear extension replacing conservatory

It was RESOLVED that the Council makes a comment of 'no objection'.

## 8.5 **NALC's request for views on the proposed 'Right to regenerate'.**

A draft response to the consultation questions had been circulated in advance. There was a lengthy debate. Some members felt the existing right was useful but objected to the right being extended to land owned by town and parish councils.

It was RESOLVED that the response be approved and submitted to NALC, subject to the following amendments:

- the response to Q4 is 'No, the council does not support the proposal to extend the 'Right to regenerate' to include land owned by town and parish councils; local councils are best placed to decide how land they own is to be used.
- if the law is extended, then it is essential to have a definition of underused land;
- in Q3, underused land should be defined as land that has no appreciable wildlife value, health or recreational benefit; and
- the applicant compensates the town or parish council for any admin costs.

## 9. **Finance**

9.1 The bank reconciliation to 31 January 2021 was presented.

9.2 Council noted that a covid business grant £7173.21 has been received.

9.3 It was RESOLVED that payments be approved in the sum of £ 4,883.55, as per the schedule appended to these minutes.

## 10. **Strategic Risk Register**

The Clerk presented the report to Council and explained that Full Council is required to review the strategic risk assessment every year for compliance with audit.

It was RESOLVED that the Strategic Risk Register be adopted.

## 11. **Fortey Woods**

Council has received and reviewed draft heads of terms from Cotswold District Council, on the proposed transfer of Fortey Woods to the Town Council. Members expressed concern about the condition of some of the existing boundaries.

It was RESOLVED to progress the transfer of Fortey Woods, subject to clarification of the detail on the maintenance fund and boundaries to properties, and that the Council requests that Cotswold DC pays the Town Council's reasonable legal costs.

## 12. **Cycle racks in the Market Place**

The Clerk explained that it had not been possible to install the cycle rack where originally proposed by the telephone box, and that a meeting has been arranged with the Local Highways Manager next week to try and progress the matter.

## 13. **Office equipment**

A report on the requirement to purchase new office equipment had been previously circulated, which proposed setting up a new telephone number for the Town Clerk, the purchase of an IP DECT handset at a cost of up to £90 ex VAT and a replacement computer for the Westwoods Centre Supervisor (including an installation service) at a cost of up to £600 ex VAT.

It was RESOLVED that these purchases be approved.

**14. Staff Training**

It was RESOLVED that the Clerk's request to attend SLCC's South West Regional Training Seminar on 24 March 2021 be approved at a cost of £45 ex VAT.

**15. Finance Committee Minutes**

Council received draft minutes from the Finance Committee meeting held on 12 January 2021.

**16. Open Spaces Committee**

Council received draft minutes from Open Spaces Committee meeting held on 8 February 2021.

**17. Items for Future Meetings**

The topic of the Market Place Toilet Block was already noted.

It was agreed to add a motion to the next agenda to change of the name of the Open Spaces Committee back to Property, Premises and Maintenance.

**18. Next Meeting**

The next Town Council meeting is scheduled for Wednesday 17 March 2021 at 7pm.

**19. Confidential session**

Cllr Platts left the meeting, having declared an interest in Men in Sheds.

The Vice Chairman, Cllr Alan Wellman, presided over the rest of the meeting.

It was RESOLVED that the press and public be excluded during consideration of the following item, pursuant to s.1(2) of the Public Bodies (Admission to Meetings) Act 1960 as disclosure of commercial information is not in the public interest.

**20. Men in Sheds Lease**

The Clerk provided a verbal update.

It was RESOLVED that a 1954 Act notice be issued to the tenant when the solicitor has finishing preparing the draft lease.

There being no further business, the meeting closed at 9:45 pm

Signature of the Chairman on approval of the minutes: \_\_\_\_\_

## Payments schedule February 2021

### Regular payments

Date	Supplier	Service	Paid	Amount	Authority
21-Jan	Zen Internet	Broadband	DD	£ 32.40	LGA 1972 s133
21-Jan	BrightHR Ltd	HR support	DD	£ 24.30	LGA 1972 s111
21-Jan	Grundon	Commercial waste	DD	£ 42.52	Litter Act 1983 s5
25-Jan	Microsoft	O365 email subscription	Card	£ 10.57	LGA 1972 s111
03-Feb	EDF Energy	WW electricity	DD	£ 126.43	LGA 1972 s133
03-Feb	Google Ireland	Gsuite subscription	DD	£ 4.60	LGA 1972 s111
15-Feb	Mainstream Digital	Phone line charges	DD	£ 43.60	LGA 1972 s111
14-Feb	Zoom.us	Remote meetings software	Card	£ 9.59	LGA 1972 s111
22-Feb	Grundon	Commercial waste	DD	£ 45.53	Litter Act 1983 s5
28-Feb	Staff costs	February salaries, pension	SO	£ 1,866.67	LGA 1972 s112
	<b>Subtotal</b>			<b>£ 2,206.21</b>	

### Invoices

Date	Supplier	Service	Paid	Amount	Authority
15-Jan	DM Payroll	Payroll Second Half Year	BP	£ 61.50	LGA 1972 s111
18-Jan	GAPTC	Better Cllr course Parts 1 & 2		£ 50.00	LGA 1972 s111
31-Jan	McCracken & Son Ltd	Grounds Maintenance Jan		£ 1,345.20	OSA 1906 s 9,10
04-Feb	Amazon UK	Stationery		£ 29.94	LGA 1972 s111
04-Feb	A&E Fire & Security	WW fire extinguisher test		£ 116.73	LGA 1972 s133
09-Feb	KGV Trust	Water meter/use recharge	BP	£ 570.44	SHAA 1908 s26
10-Feb	SSE Business	WW electricity final bill	BP	£ 503.53	LGA 1972 s133
	<b>Subtotal</b>			<b>£ 2,677.34</b>	

### TOTAL PAYMENTS

**£ 4,883.55**