



Minutes of an Ordinary Meeting of the Northleach with Eastington Town Council held remotely on 17th March 2021 at 7pm

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

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

Also present: County Councillor Paul Hodgkinson

1. **Apologies for Absence**

There were no apologies for absence.

2. **Declarations of Interest**

Cllr Platts declared an interest in Item 8, planning permission for the portable buildings at the Westwoods Centre, and did not participate or vote on this item.

3. **County and District Council Reports**

County Cllr Paul Hodgkinson gave an update on the public health situation. Cases remain low with the Cotswolds counting just 15 new case in the last 7 days, despite the extra testing taking place in schools. Vaccinations continue apace, with adults aged 55-59 currently being called to receive the jab in Gloucestershire. The Fosse Cross recycling centre will switch to summer opening hours from Sunday [21 March]. Other issues noted include: the traffic survey at East End of town is expected to take place in mid-April, discarded road works signs have been reported, as has the state of the A40 roundabout. Finally, council tax bills have come through the door today. The County Council element is subject to a 2% increase plus an extra 2.75% for adult social care. Cllr Hodgkinson took his leave as he had another meeting to attend.

District Cllr Tony Dale sent his apologies and sent a written report:

At the last Council and Cabinet meetings, Cotswold District Council passed a new Leisure Strategy – a great new opportunity for the Cotswolds to improve its fitness and overall health – approved its budget for 2021/22, and endorsed the Civic Pride initiative, which aims to improve street signage and address fly tipping.

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 24 February 2021 be confirmed as a true record and signed at a convenient point.

6. Action Point Update

The Action Point Update was received. Councillors discussed how to progress the meadow management plan. It was agreed to hold an informal meeting on 6:30 on Monday 29 March to review the history of the project.

7. Councillor Co-option

There were no candidates for co-option to the five vacant seats on the council.

8. Planning Matters

Cllr Platts had declared an interest in this item and did not participate or vote.

Vice-Chairman Cllr Alan Wellman presided over this item.

Application: 21/00716/FUL

Address: Westwoods Community Centre, Bassett Road, Northleach, GL54 3QJ

Details: Siting of two portable buildings for community workshop and storage (retrospective).

It was RESOLVED that the Council supports the application.

Cllr Rob Platts resumed the chair.

9. Finance

9.1 Council received the bank reconciliation to 28 February 2021.

9.2 It was noted that a Covid Business Support Grant of £2,096 has been received in respect of the Westwoods Community Centre.

9.3 It was RESOLVED that payments be approved in the sum of £ 6,663.25, as per the schedule appended to these minutes.

9.4 The grant application from Northleach Tennis Club had been circulated in advance. The tennis courts come under the remit of the King George V Playing Field. The club is proposing to clean and repaint the courts at a cost of approx. £4,500. Cllr Platts supported the application as he feels it is important to bring the tennis courts up to standard so they can be re-opened on 29 March or soon after. Members commented that they would like to improve public access to the courts.

It was RESOLVED that the grant to Northleach Tennis Club of £800 be approved.

10. Code of Conduct

The Monitoring Officer has recommended the Local Government Association (LGA) Code to town and parish councils for adoption, following adoption of the code by the district council. The Clerk explained that the National Association of Local Councils (NALC) has also recommended the new model code to its members.

It was RESOLVED that the LGA model Code of Conduct be adopted.

11. Polling Station

It was noted that the local polling station at the next election on Thursday 6 May 2021 will be at the Westwoods Centre.

12. Coronavirus response

Council received a report advising that, unless there is a last-minute legal reprieve, the power to hold council meetings online will expire on 6th May. The council is legally required to hold an Annual Meeting in May this year, even if covid restrictions make this impossible.

It was RESOLVED that Annual Meeting be brought forward to Wednesday 5th May.

It was RESOLVED to approve recommendations in the Clerk's report that face-to-face meetings be resumed when a covid risk assessment has been carried out for council meetings and suitable control measures put in place to minimise attendees' risk of exposure, and at least two thirds of members have confirmed in writing that they are satisfied with the arrangements and willing to attend.

If the council is not able to return to face-to-face meetings, then authority be delegated to the Town Clerk to carry out the collective majority wishes of the councillors as conveyed to the Clerk in a remote meeting. Note that this delegation does not extend to matters expressly reserved to the council in legislation but would permit routine council business to continue.

13. Cycle Racks in the Market Place

Town Clerk gave a verbal update about the cycle racks in the Market Place. The original location was deemed unsuitable; however, the Local Highways Manager has granted permission to install two Sheffield cycle stands next to the benches. The installer must be Street Works approved, and one quote has obtained to date.

The Clerk was asked to bring a report to the next meeting detailing the costs to purchase and install different types of cycle stands or racks.

14. Fortey Woods Adoption

The Clerk reported that the estates team at Cotswold District Council were still awaiting clarification of the detail on the maintenance fund and boundaries.

15. Public Open Spaces

The Clerk presented a draft green spaces agreement for hire of the council's parks and open spaces outside the playing field (which has its own arrangements), at a cost of £4 per session of up to two hours for commercial activities.

It was RESOLVED to adopt the green spaces agreement presented.

16. Change of Committee Name

It was RESOLVED to change the name of the Open Spaces Committee to Property and Premises Management Committee (PPMC).

17. Highways Walkabout

Council received a report of matters discussed on the walkabout on Weds 3 March. Cllr Morely-Blackwell left the meeting at this juncture.

18. Carbon Neutral Northleach

Council noted the report and acknowledged the progress being made.

19. Items for Future Meetings

Already noted: Market Place Toilet Block and Men in Sheds lease.

20. Annual Town Assembly

Council noted that the Annual Town Assembly will be held on 21 April 2021, at 7pm.

21. Next Meeting

As agreed at item 12, the next Town Council meeting is scheduled to be held on Wednesday 5 May 2021, 7pm. The meeting will be held via Zoom.

There being no further business, the meeting closed at 8:40 pm

Signature of the Chairman on approval of the minutes: _____

Payments schedule March 2021

Regular payments

Date	Supplier	Service	Method	Amount	Authority
22-Feb	Zen Internet	Broadband	DD	£ 32.40	LGA 1972 s133
22-Feb	BrightHR Ltd	HR support	DD	£ 24.30	LGA 1972 s111
22-Feb	Microsoft	O365 email subscription	Card	£ 10.57	LGA 1972 s111
28-Feb	Grundon	Commercial waste	DD	£ 44.77	Litter Act 1983 s5
03-Mar	Google Ireland	Gsuite subscription	DD	£ 4.60	LGA 1972 s111
08-Mar	EDF Energy	WW electricity	DD	£ 26.75	LGA 1972 s133
15-Mar	Zoom.us	Remote meetings software	Card	£ 9.59	LGA 1972 s111
28-Mar	Staff costs	March salaries, pension	Various	£ 1,869.46	LGA 1972 s112
	Subtotal			£ 2,022.44	

Invoices (method shown where payment has been made)

Date	Supplier	Service	Method*	Amount	Authority
15-Feb	Dave Payne Electricians	Emergency escape lighting	FP	£ 631.68	LGA 1972 s133
15-Feb	Dave Payne Electricians	Electricity sub-meter	FP	£ 120.00	LGA 1972 s133
24-Feb	Safe Tread	Grip strips for bridge	Card	£ 98.62	OSA 1906 s 9,10
25-Feb	TechTonic IT	Dell Optiplex Core i5	FP	£ 562.80	LGA 1972 s111
25-Feb	SLCC Enterprises Ltd	Regional Training Seminar		£ 54.00	LGA 1972 s111
26-Feb	LIGO	VOIP telephone handset	Card	£ 79.99	LGA 1972 s111
25-Feb	Starboard Systems	Scribe accounts licence		£ 561.60	AAR 2015 s4
28-Feb	Tim Dyson	Handyman Jan Feb 2021		£ 75.00	OSA 1906 s 9,10
28-Feb	McCracken & Son Ltd	Grounds Maintenance Feb		£1,345.20	OSA 1906 s 9,10
28-Feb	GAPTC	Annual subscription 21-22		£ 454.92	LGA 1972 s143
28-Feb	PW Commercial	Confidential waste		£ 42.00	DPA 2018 s56
09-Mar	TechTonic IT	Computer installation		£ 129.00	LGA 1972 s111
11-Mar	Central Tree Services	Tree works		£ 486.00	OSA 1906 s 9,10
	Subtotal			£ 4,154.81	

TOTAL PAYMENTS

£ 6,663.25