

Minutes of the Ordinary Meeting of the Northleach with Eastington Town Council held in the Westwoods Centre on 15 December 2021, 7pm

Members Present: Cllrs Terry Morley-Blackwell (Chairman), Gina Blackwell, Valerie Glynn, Sara Gorst, Brian Hulcup, Mark Ogden, and Andrew Wellman. Cllrs Byron Hadley and Caroline Saunders were co-opted and joined the meeting from minute 162.

In Attendance: Ms Pauline Rigby (Town Clerk)

157. Apologies for Absence

Apologies were received from Cllr Alan Wellman due to ill health.

158. Declarations of Interest

None were declared.

159. Public Questions

A comment was made about the removal of the bollards at Cooks Court.

160. Confirmation of Minutes

It was RESOLVED that the minutes of the previous meeting of the Town Council held on 17 November 2021 be confirmed and signed as a true record.

161. Action Point Update

The Clerk gave a verbal update on issues not covered elsewhere on the agenda, highlighting:

- Welcome Back Fund application for planters on the Market Place, there is still no news about whether the pavement licences will be issued.
- Children's Christmas Show is going ahead on Sunday 19 December, 3pm, and masks must be worn in the Westwoods Centre under the new covid rules unless exempt.
- Cotswold District Council is holding Q&A sessions, on Thurs 16 and Weds 22 December, about their proposal to recharge town and parish council election costs from May 2023.

162. Councillor Co-option

It was RESOLVED that Byron Hadley be co-opted as a member of the council.

Byron Hadley signed the declaration of acceptance of office and joined the meeting.

It was RESOLVED that Caroline Saunders be co-opted as a member of the council.

Caroline Saunders signed the declaration of acceptance of office and joined the meeting.

163. Planning Matters

163.1 Application Ref: 21/04377/LBC

Address: Northleach Court High Street Northleach Cheltenham GL54 3PQ

Details: Replacement of windows with new windows with louvred sections. Alterations to internal partitions to form a laundry

Comment: No response

163.2 Application Ref: 21/04570/FUL

Address: Market House Market Place Northleach Cheltenham Gloucestershire GL54 3EJ

Details: Erection of garden building, land level changes and associated works

Comment: No objection

163.3 Decisions at variance with the views of the Town Council:

None to report.

164. Parish Boundaries

Cotswold District Council had invited parishes to submit proposals to them by 20 December for any changes to boundaries or electoral arrangements that they might wish to include as part of an upcoming Community Governance Review. It had been suggested that the parish boundary be revised to include the whole of the Old London road on the north-east of the parish, currently in the parish of Farmington. This area had been drawn up on a map and Farmington Parish Council is being consulted.

It was RESOLVED that the proposal be submitted to Cotswold District Council.

165. Conclusion of Audit

Council received and considered the Auditor Report and Certificate with restated Accounting Statement for the financial year ending 31 March 2021. It was noted that the final accounts had been restated. The auditor did not identify any matters giving cause for concern.

166. Finance

166.1 Council received the bank reconciliation showing balances, adjusted for an uncleared cheque, of £166,458.69 on 30 November 2021.

166.2 It was noted that grant payment has been received from Cotswold District Council under the Welcome Back Fund: £95.83 towards the new cycle stands in the Market Place.

166.3 It was RESOLVED that the donation of £100 to the Royal British Legion Poppy Fund and an invoice of £49.20 to Ceiling Tiles UK be added to the list and payments in the sum of £8,518.02 be approved as per the schedule appended to these minutes.

167. Strategy Workshop

Following the workshop on 10 November, the Clerk had drawn up the list of topics identified and ranked them in terms of potential financial and resource implications. Members reviewed the list line by line and voted on which items they supported and would be included in the final plan.

The agreed items were then reviewed in terms of priority, urgency and importance. Owing to time constraints, it was agreed that the low-resource, low-cost proposals did not need to be discussed any further at this meeting. It was also suggested that proposals for the Westwoods Centre are considered in more detail at another time.

It was RESOLVED that a Westwoods working party be created to review the priorities for the Westwoods Centre, with initial membership of Cllrs Valerie Glynn, Andrew Wellman, Mark Ogden, and Caroline Saunders. The group is permitted to appoint its own Chairman.

The remaining proposals were discussed and voted upon individually.

It was RESOLVED that the council priorities are:

Ref.	Proposal	Priority
18	Green Ring (walking routes)	1
26	Market Place improvements	1
34	Traffic Regulation Order for parking	1
41	Cemetery extension	1
5	Support community events	2
19	Walking route guide / map	2
36	Expansion of Charter Market	2
29	Restore Town Sign	2
39	Replace bridge to meadow	2
40	Install adult exercise equipment	2
25	New visitor car park	2
30	Refurbish tourist noticeboard	3
31	Improve benches, street furniture	3
35	Additional cycle parking	3

Cllr Blackwell withdrew from the meeting.

168. Queen's Jubilee Celebration

A draft grant application had been circulated. Cllr Glynn provided updated costing for entertainment of £1,045 to include items such as stilt walker, balloons, music.

It was RESOLVED that grant application be submitted to the Market Towns Fund.

169. Future Agenda Items

Already noted: Traffic regulation order, Fortey Woods, precept request 2022-23 (Jan 2022).

170. Christmas Office Closure

It was noted that the Council Offices will be closed from Thurs 23 December and re-open on Tues 4 January 2022. The next meeting of the King George V Playing Field Trust, due to take place on Weds 22 December, is to be rescheduled.

171. Date of Next Meeting

The next meeting is scheduled for Wednesday 19 January 2022, 7pm.

There being no further business, the meeting closed at 9:05 pm.

Signature of the Chairman on approval of the minutes: _____

Schedule of payments

Regular payments

Date	Supplier	Service	Method	Amount	Authority
15-Nov	EDF Energy	WW electricity	DD	£ 113.51	LGA 1972 s133
22-Nov	Zen Internet	Broadband	DD	£ 32.40	LGA 1972 s133
22-Nov	Microsoft UK	Exch. Online Kiosk	Card	£ 10.57	LGA 1972 s111
22-Nov	Microsoft UK	365 Business Standard	Card	£ 9.40	LGA 1972 s111
22-Nov	Microsoft UK	Exch. Online Plan 1 (Refund)	Card	-£ 20.91	LGA 1972 s111
30-Nov	Mainstream Digital	Phone line charges	DD	£ 0.26	LGA 1972 s133
30-Nov	Grundon	Commercial waste	DD	£ 79.31	Litter Act 1983 s5
22-Dec	BrightHR	HR support	DD	£ 24.30	LGA 1972 s111
24-Dec	Staff costs	Dec salaries, pension	SO	£ 4,336.88	LGA 1972 s112
	Subtotal			£ 4,585.72	

Invoices

Date	Supplier	Service	Method	Amount	Authority
25-Oct	Spot On Supplies	Cleaning supplies	FP	£ 39.28	LGA 1972 s133
16-Nov	Viking	Stationery	FP	£ 61.14	LGA 1972 s111
15-Nov	Ramtech Energy Services	WW boiler service	FP	£ 186.78	LGA 1972 s133
16-Nov	Garry Evans	WW window cleaning		£ 20.00	LGA 1972 s133
22-Nov	Chaplins Mini Pantos	Balance of panto booking		£ 690.00	LGA 1972 s145
28-Nov	British Legion Poppy Appeal	Wreath donation	Chq	£ 100.00	LGA 1972 s137
29-Nov	The Sign Maker	Cemetery signs	Card	£ 145.80	LACO 1977 s3
30-Nov	Amanda King	WW Cleaning	FP	£ 145.80	LGA 1972 s133
30-Nov	McCracken and Son Ltd	Grounds maintenance		£ 1,345.20	LG(MP)A 1976 s19
02-Dec	Bibury Landscapes	Supply and erect Xmas tree		£ 810.00	LGA 1972 s144
09-Dec	Bridget C Bowen	First internal audit visit		£ 325.00	AAR 2015 s6
15-Dec	Ceiling Tiles UK	Ceiling tiles		£ 49.20	LGA 1972 s133
	Subtotal			£ 3,932.30	

	TOTAL			£ 8,518.02	
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