



# NORTHLEACH WITH EASTINGTON TOWN COUNCIL

Council Office, The Westwoods Community Centre,  
Bassett Road, Northleach, Cheltenham GL54 3QJ  
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All Members of the Council are hereby summoned to attend the  
**Ordinary Meeting of Northleach with Eastington Town Council on  
Wednesday 15 December 2021 at 7pm at the Westwoods Centre**  
for the purpose of considering the business to be transacted as set out hereunder.

Dated this day 9<sup>th</sup> December 2021  
Ms Pauline Rigby, Town Clerk

## AGENDA

1. To receive apologies for absence
2. To receive declarations of interest
PUBLIC PARTICIPATION
3. Public Questions: <i>In accordance with Standing Orders, the period designated for public participation shall not exceed 3 minutes per person and 20 minutes overall.</i>
MATTERS FOR DECISION
4. To confirm the minutes of the ordinary meeting held on 17 November 2021.
5. To receive the action point update.
6. <b>Casual Vacancies:</b> To consider applications for co-option to the Town Council (3 vacancies) and receive declarations of acceptance of office.
7. <b>Planning Matters:</b> a. To agree comments on planning applications ( <a href="#">schedule appended</a> ). b. To report on any planning decisions at variance with the Town Council's views
8. <b>Parish Boundaries:</b> To consider proposals for parish boundary changes to be submitted to Cotswold District Council as part of an upcoming Community Governance Review.
9. <b>Conclusion of Audit:</b> To receive and consider the Auditor Report and Certificate with restated Accounting Statement for the financial year ending 31 March 2021.
10. <b>Finance:</b> a. To receive bank reconciliation to 30 November 2021 and budget monitoring report. b. To authorise the payment of accounts ( <a href="#">schedule appended</a> ).
11. <b>Strategy Workshop:</b> a. To review and finalise the output from the strategy workshop held on 10 Nov; b. To determine project priorities for inclusion in the budget for 2022-23.
12. <b>Queen's Jubilee Celebrations:</b> To review street party project proposal and approve grant application to GCC Market Towns Fund by the deadline of 17 December.
13. <b>Future Agenda Items.</b> Noted: Fortey Woods, Highways meeting, precept 2022-23.
14. <b>Christmas Office Closure:</b> To note that office will close from Thurs 23 December 2021 and reopen on Tues 4 January 2022. (December Trustee meeting to be rescheduled).
15. <b>Next Meeting:</b> To confirm date and time of next meeting: Wednesday 19 January 2021.

## Planning application consultations

Application	Property	Details	Deadline
<a href="#">21/04377/LBC</a>	Northleach Court High Street Northleach Cheltenham GL54 3PQ	Replacement of windows with new windows with louvred sections. Alterations to internal partitions to form a laundry	Mon 20 Dec 2021

## Payment Schedule

### 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
	<b>Subtotal</b>			<b>£ 4,585.72</b>	

### 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
30-Nov	Amanda King	WW cleaning	FP	£ 160.00	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
	<b>Subtotal</b>			<b>£ 3,637.40</b>	

	<b>TOTAL</b>			<b>£ 8,223.12</b>	
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