

Minutes of the Ordinary Meeting of the Northleach with Eastington Town Council held in the Westwoods Centre on 17 November 2021, 7pm

Members Present: Cllrs Terry Morley-Blackwell (Chairman), Gina Blackwell, Valerie Glynn, Sara Gorst, Brian Hulcup, Mark Ogden, and Andrew Wellman

In Attendance: County Cllr Paul Hodgkinson, Ms Pauline Rigby (Town Clerk)

138. Election of Chairman

It was RESOLVED that the decision to elect Cllr Morley-Blackwell as Chairman of the Council be ratified and the Chairman's declaration of acceptance of office was received.

139. Apologies for Absence

Apologies were received from Cllr Alan Wellman.

140. Declarations of Interest

None were declared.

141. County and District Council Reports

County Cllr Paul Hodgkinson reported that:

- Covid cases are coming down although hospitals in Gloucestershire are under more pressure than before with about 80 covid patients. The hope is that as cases come down so do hospitalisations. Vaccinations are key. Anyone over 50 is reminded to get their booster six months after their second jab and vaccinations are also available for 12–15 year olds, either via school or drop-in clinics.
- The Build Back Better Market Towns Fund, which aims to support the delivery of community events, has re-opened for applications. Deadline 17 December 2021.
- He has submitted a motion to the County Council calling for more urgent action on river pollution, as water companies are permitted under current legislation to discharge raw sewage into rivers. Thames Water, which covers this area, has a target date of 2050 to eliminate sewage discharge. In his view we need more robust legislation nationally.
- Final remarks were about highways issues in general and signs left after roadworks.

District Cllr Tony Dale had sent his apologies as he was at a district council meeting.

142. Public Questions

There were no members of the public in attendance.

143. Confirmation of Minutes

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

144. Action Point Update

The Clerk gave an update on issues not covered elsewhere on the agenda and highlighted:

- The lease with Men in Sheds had been completed on 24 October 2021.
- The road closure for Remembrance Sunday on 14 November had gone smoothly.

145. Councillor Co-option

- 145.1 It was noted that no request for election has been received in respect of the most recent vacancy and that council may proceed to fill this vacancy by co-option.
- 145.2 There were no applications for co-option.
- 145.3 Members discussed methods of recruiting new councillors. Suggestions included more eye-catching posters, and sessions to engage with residents and explain what the Council does.
- It was RESOLVED that councillor surgeries be restarted and expenditure of up to £100 be approved for councillor recruitment flyers to be distributed to all households in the parish.
- It was also suggested that the Council website is updated to include a few sentences with some background information about each councillor. Clerk to action.

146. Planning Matters

- 146.1 Application Ref: 21/03882/FUL
Address: 24 Ward Road Northleach Cheltenham GL54 3RL
Details: Erection of two-storey front extension, single-storey rear extension and attic conversion
Comment: no objection.
- 146.2 Application Ref: 21/03544/FUL
Address: High Bank Cottage High Street Northleach Cheltenham GL54 3ES
Details: Replacement windows and rear double doors
It was RESOLVED that no comment be made.
- 146.3 Application Ref: 21/04153/FUL
Address: Nostle Road Northleach Cheltenham GL54 3PF
Details: Erection of two storey rear extension and front porch extension
Comment: no objection.
- 146.4 Decisions at variance with the views of the Town Council:
None to report.

147. Traffic and Highways

The bollards between Cooks Court and Meadow Court were discussed. Following consultation with County Councillor Paul Hodgkinson, Highways have agreed to the Town Council's request to remove the bollards.

The Local Highways Manager has proposed quarterly meetings with the Town Council. It was agreed that Cllrs Hulcup and Morley-Blackwell represent the council at these meetings with the first meeting scheduled for Thursday 25 November.

148. Finance

- 148.1 Council received the bank reconciliation which showed bank balances of £169,154.23 on 31 October 2021.
- 148.2 It was noted that two grants have been received: £625 towards a new defibrillator for the Fire Station from Cotswold District Council and £2,500 towards the Ward Road playground equipment from Gloucestershire County Council.

- 148.3 It was RESOLVED that £100 be donated to the Royal British Legion Poppy Fund.
- 148.4 It was RESOLVED that an invoice of £170.99 from Ramtech be included and payments in the sum of £9,851.49 be approved as per the schedule appended to these minutes.

149. Westwoods Centre

The Clerk explained that organised community groups using the Westwoods Centre must have their own insurance or be specifically named under the council's hirer's indemnity.

It was RESOLVED that cover be requested for the Spinners and Weavers and the Evergreens groups under the hirer's indemnity section of the policy.

150. Welcome Back Fund

Minute 129 of 20 October 2021 refers.

The motion was to agree the final design for planters on the Market Place. Business owners had been consulted about the preferred scheme. It had since emerged, however, that one of the pavement licence applications had been refused.

It was RESOLVED that this decision be deferred to a future meeting.

151. Fortey Woods

Minute 94 of 15 September 2021 refers.

Cllr Hulcup and the Clerk had met on site with two forestry contractors, who provided quotations to clear up the timber and brash. Both agreed that there should be some value in the wood that is left although one has not allowed for this in the quotation. Quotes to be clarified and submitted to Cotswold District Council as previously agreed.

152. Christmas Celebrations

- 152.1 Council discussed the arrangements for the Children's Christmas Show 'Red Riding Hood' at the Westwoods on Sunday 19 December at 3pm, whether it should be a fixed ticket price or free of charge. The event will still be ticketed to manage numbers.

It was RESOLVED that no charge be made for the event and to invite donations instead.

After further discussion, it was agreed to share half of any donations received with the Bourton-based mental health charity, Headspace.

The Clerk to add a review of the event to the agenda for January's Council meeting.

- 152.2 It has been arranged that children from the Northleach Primary School will switch on the Christmas tree lights in the Market Place at 3:30pm on Thursday 2nd December.

153. Project Updates

- 153.1 **Green Ring Working Party:** No update available.

- 153.2 **Community Resilience Planning:** The Town Clerk has reviewed the files with Cllr Morley-Blackwell and updated the plan accordingly. The next steps are:

- to review the updated plan with the community fire service, and
- to review the contents of the resilience shed.

- 132.3 **Queen's Platinum Jubilee in June 2022:** Cllr Morley-Blackwell provided a verbal update. As the new Chairman of the Council, she did not feel that she would have time to lead on the project and asked if another councillor would take over. Cllr Valerie Glynn agreed to take the lead and Cllr Gina Blackwell agreed to support.

154. Correspondence

- 154.1 Notice of Community Governance Review in Cotswold District: The district council is proposing to review parish boundaries and other governance arrangement in advance of the 2023 elections. It was suggested that the final section of Old London Road leading to the A40 could be brought inside the parish. The Clerk was asked to approach the parish of Farmington for their views and include this item for discussion at the next council meeting.
- 154.2 Update to Cotswold Strategic Housing and Economic Land Availability Assessment. Noted.
- 154.3 Environment Agency consultation on groundwater permitting regulations: It was RESOLVED that permission be granted to the Town Clerk to respond on behalf of the Council.
- 154.4 Invitation to Gloucestershire Playing Field Association AGM on 19 November. Noted.
- 154.5 Invitation to join Gloucestershire Market Towns Forum visit to Usk on 3rd Dec: No councillors were available to take part in the visit.
- 154.6 HM Land Registry - invitation to take part in Local Council First Registration Pilot. First registration of council land is being discussed in the Finance Committee. It was agreed that the Town Council could take part in the pilot.
- 154.7 Notice of the Court Leet on Friday 3rd December in the Cotswold Hall. A proposal was made to revive the practice of tin banging to celebrate appointment of the new High Bailiff.

155. Future Agenda Items

Already noted: Traffic regulation order,

To be added: strategic planning output (Dec 2021), budget and precept 2022-23 (Jan 2022).

156. Date of Next Meeting

It was agreed to continue to meet on third Wednesdays in the coming year. A draft meeting schedule will be circulated in due course.

The next meeting is scheduled for Wednesday 15 December 2021, 7pm

There being no further business, the meeting closed at 8:25 pm.

Schedule of payments

Regular payments

Date	Supplier	Service	Method	Amount	Authority
21-Oct	EDF Energy	WW electricity	DD	£ 119.93	LGA 1972 s133
21-Oct	Zen Internet	Broadband	DD	£ 32.40	LGA 1972 s133
22-Oct	Microsoft UK	Exchange Kiosk	Card	£ 10.57	LGA 1972 s111
22-Oct	Microsoft UK	365 Business Standard	Card	£ 9.40	LGA 1972 s111
28-Oct	Microsoft UK	Exchange Kiosk (Annual)	Card	£ 116.27	LGA 1972 s111
31-Oct	Mainstream Digital	Phone line charges	DD	£ 43.79	LGA 1972 s133
31-Oct	Grundon	Commercial waste	DD	£ 76.68	Litter Act 1983 s5
22-Nov	BrightHR	HR support	DD	£ 24.30	LGA 1972 s111
25-Nov	Staff costs	Nov salaries, pension	SO	£ 4,336.88	LGA 1972 s112
	Subtotal			£ 4,770.22	

Invoices

Date	Supplier	Service	Method	Amount	Authority
20-Oct	Viking	Stationery		£ 40.72	LGA 1972 s111
22-Oct	DM Payroll Services Ltd	Payroll service half year		£ 66.00	LGA 1972 s111
26-Oct	Amanda King	WW cleaning	FP	£ 128.00	LGA 1972 s133
26-Oct	Carbon Neutral Northleach	Grant drawdown		£ 500.00	CCSEA 2006 s20
28-Oct	Start Safety Limited	Road closed signs	Card	£ 195.31	RTRA 1984 s72
28-Oct	Post Office	Postage	Card	£ 1.57	LGA 1972 s133
31-Oct	McCracken and Son Ltd	Grounds maintenance Oct		£ 1,121.00	LG(MP)A 1976 s19
01-Nov	GAPTC	Councillor training		£ 100.00	LGA 1972 s175
03-Nov	Community Heartbeat	Cardiac Science G5 defib		£ 1,050.00	PHA 1936 s234
03-Nov	Cellar Supplies	Bar stock		£ 549.70	LGA 1972 s145
09-Nov	Ramtech Energy	Hot water system repair		£ 742.39	LGA 1972 s133
10-Nov	Graham Stock	PAT testing		£ 50.00	LGA 1972 s133
10-Nov	Cotswold District Council	Annual premises licence		£ 180.00	LGA 1972 s145
11-Nov	Cellar Supplies	Bar stock		£ 185.59	LGA 1972 s145
16-Nov	Ramtech Energy	Heating system repair		£ 170.99	LGA 1972 s133
	Subtotal			£ 5,081.27	

	TOTAL			£ 9,851.49	
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Signature of the Chairman on approval of the minutes: _____