

Minutes of the Ordinary Meeting of the Northleach with Eastington Town Council held in the Westwoods Centre on 16 March 2022, 7pm

Members Present: Cllrs Terry Morley-Blackwell (Chairman), Gina Blackwell, Valerie Glynn, Mark Ogden, Caroline Saunders, and Andrew Wellman.

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

212. Apologies for Absence

Apologies received from Cllrs Sara Gorst, Byron Hadley, Brian Hulcup, and Alan Wellman.

213. Declarations of Interest

There were no interests declared.

214. County and District Councillor's Report

County Cllr Paul Hodgkinson reported that:

- Covid cases are rising quite rapidly since legal restrictions have been lifted. Over 75s are about to be invited for another booster jab.
- He attended a road safety meeting following recent collisions on the A429 and A436, the Police report these were due to driver error not speeding. It is good to see Community Speedwatch starting up again in Northleach. North Cerney is looking to join forces with other parishes to purchase a smiley-face speed indicator sign and he can forward details if Northleach is interested. Also, he has received a complaint about the traffic lights from a resident who feels traffic is not stopping on amber.
- The road south of the traffic lights is due to be repaired in the coming financial year.
- Highways are trying to devise a scheme to repair Back Lane, as it has been acknowledged that it needs doing. Once again, he will have access to a highways local budget in the new financial year, so please let him know about specific proposals.
- The County Council has set their element of council tax, with a 2.99% increase overall.
- Government has unveiled a scheme for people to host named individuals from Ukraine.

Cllr Tony Dale had sent his apologies and was not in attendance.

215. Public Questions

There were no members of the public present.

216. Confirmation of Minutes

It was RESOLVED that the minutes of the Ordinary Meeting of the Town Council held on 23 February 2022 be confirmed and signed as a true record.

217. Action Point Update

The Clerk gave a verbal update. Of note: broadband provider Gigaclear were trying to arrange a community engagement meeting about their network roll out in Northleach.

218. Casual Vacancies

There were no applications for co-option to the vacant seat on the council.

219. Planning Matters

219.1 Notice of the following planning application had been received from Cotswold District Council in its capacity as the local Planning Authority.

Application Ref: 22/00354/FUL

Address: Millbank Mill End Northleach Cheltenham Gloucestershire GL54 3HJ

Proposal: Erection of a single story summer house.

Comment: No comment

219.2 Notice of the following planning application had been received from Gloucestershire County Council in its capacity as the minerals and waste Planning Authority.

Application Ref: 21/0085/CWS73M

Address: Farmington Quarry, Farmington, Gloucestershire, GL54 3NZ

Proposal: Variation of conditions 2(Duration), 3(Scope of Permission) and 9(Access, Traffic and Highway Protection) relating to planning consent 19/0009/CWMAJM dated 19/03/2020.

Comment: No comment

219.2 Cotswold District Council has issued its Local Plan (Partial Update) Issues and Options Consultation with deadline of 20 March 2022.

It was RESOLVED not to submit a response.

220. Traffic & Highways:

220.1 Cllr Hulcup, Cllr Morley-Blackwell and Council officers had met with the Local Highways Manager. Issue raised included:

- broken bollards on the Market Place are due to be replaced
- frequency of gully cleansing across town to be increased to annual
- a new gully is to be installed at the bottom of Bettenson Drive
- accessibility of the pavement/kerb between Old Timbers and Fawley House
- deep potholes on Back Lane
- deterioration of the brown tourist information signs
- the sharp bend and slip road at the junction of the A40 and Old London Road
- excess water coming down Guggle Lane.

220.2 It was RESOLVED that a handheld radar speed gun be purchased at a cost of £179 for use by the Community Speedwatch group.

221. Community Governance Review

Council considered its formal response to the Community Governance Review consultation on proposed changes to the parish boundary, which they had originally proposed.

It was RESOLVED that a comment of support be submitted.

222. Finance

222.1 Council received the bank reconciliation, which showed balances of £143,020.02 on 28 February 2022.

222.2 It was noted that the grant of £5,350 from the Build Back Better Market Towns Fund and a £10 donation from a resident had been received towards the Jubilee celebrations.

222.3 The Clerk reported that £5,000 had been transferred from the deposit account to the current account on 24 February and advised that a further £20,000 would need to be transferred to cover payments due before the next meeting in May.

222.4 The Clerk presented the payments list and advised that payments of £100 to Little Party Heaven and £1,259.48 to Sweet Fuels were to be added to the list.

It was RESOLVED that payments in the sum of £10,873.94 be approved as per the schedule appended to these minutes.

222.5 It was noted that the invoice from Sovereign of £16,887.10 for playground equipment had arrived earlier in the day. The post-installation inspection had been postponed as the contractors hadn't cleared their materials from the site and it was agreed that the invoice would not be paid until the works were completed.

223. Market Place Toilet Block

Council received and considered the proposal from Cotswold District Council in respect of the Market Place toilet block for first registration of the land, cost-sharing, and maintenance contributions. Their legal department to draw up an agreement setting out responsibilities.

It was proposed that a counteroffer be made to pay 30% of the electricity and insurance bills as the council would own 30% of the building, but the motion was not seconded.

It was RESOLVED that the proposal be accepted in principle, subject to agreement on the terms of the legal agreement setting out each parties' responsibilities.

224. Westwoods Centre

224.1 Cllr Morley-Blackwell has been in contact with a Northleach resident who is working with the Banbury Polish Association to coordinate the transport of donations for the Ukraine crisis. Given the urgency of the situation, a donations drop-off point had been established in the Westwoods Centre and backing was being sought to continue supporting the project.

It was RESOLVED to continue to host the drop-off point for the Ukraine humanitarian crisis.

224.2 Council reviewed the proposed hire charges for the Westwoods Centre. The Clerk reported that HMRC had confirmed that the option to tax on the building would be revoked effective from 1 April 2022. As a result, there would be a number of changes to the pricing structure.

It was RESOLVED that the new schedule of hire charges as presented be approved.

It was noted that bookings were being lost because bouncy castles are not covered under the council's insurance. It was requested that this topic go on the agenda in May.

224.3 Council considered the recommendations from the Westwoods Working Group.

A quotation of £500 ex VAT had been received from a specialist company for washing the marquee lining. The Westwoods Supervisor is seeking another quotation from a local firm and it was agreed to wait until this had come in before making a decision.

Council discussed the need to sand and seal the hall floor and it was RESOLVED that the quotation from Total Floor Care be accepted of £3,600 ex VAT plus up to £700 ex VAT for repairs, with any budget overspend to be taken from general reserves.

It was RESOLVED that a projector be purchased at an estimated cost of £500 ex VAT, which would be used by the council and made available to hirers for a small charge.

It was RESOLVED that two Devonshire stacking armchairs be purchased from Office Furniture Online at a cost of £68 ex VAT per chair.

225. Men in Sheds

225.1 The quotations to install drainage at the muddy area between the sheds were discussed. This expenditure had not been budgeted and members felt that it was difficult to make it a priority. They hoped to find a simple, lower-cost solution without involving contractors.

It was RESOLVED that the Clerk respond to explain the financial situation, and councillors agreed to meet with the Shed leaders to try to find a mutually agreeable solution.

225.2 Access arrangements and electricity costs for the Sheds were discussed. The Clerk confirmed that a meter had been installed to the Shed supply but no invoices had yet been raised.

It was RESOLVED that the Men in Sheds be invoiced for the metered electricity.

A question was raised about why no rent is charged and the Clerk was asked to include this topic on the next agenda.

226. Platinum Jubilee

226.1 Tree planting: Locations have been agreed. Cllr Mark Ogden volunteered to liaise with the vicar over planting arrangements. Clerk to pass on the vicar's contact details.

226.2 Cllr Valerie Glynn gave an update on the preparations. A community meeting was held on 17 March to invite people to get involved. Community groups have volunteered to help, the church has an extensive program for the weekend, and the Lions have offered to marshal. The band, storyteller, balloon modeller, decorations and catering have been booked. There will be a second planning meeting on Thursday 7 April 2022, 7:30pm in the Westwoods.

226.3 Members agreed upon the Dragon Whisperer as the storyteller character.

226.4 The approach to the event website was discussed. As the cost of web hosting had not been included, the supplier's quotation did not come within budget, as an alternative it was agreed to create a simple website in house.

227. Correspondence

The following correspondence was noted:

227.1 Gigaclear plans to roll out a fibre network across Northleach.

227.2 GRCC invitation to Community Emergency Plan workshops in April.

227.3 Reminder of the Cotswold Fosseway Lions litter pick on Saturday 7 May.

228. Future Agenda Items

Already noted: TRO for speeds; bouncy castles, Men in Sheds lease.

229. Next Meeting

The next meeting is scheduled for Wednesday 18 May 2022, 7pm.

There being no further business, the meeting closed at 9:10 pm.

Signature of the Chairman on approval of the minutes: _____

Schedule of payments

Regular payments

Date	Supplier	Service	Method	Amount	Authority
21-Feb	EDF Energy	WW electricity	DD	£ 164.07	LGA 1972 s133
21-Feb	Zen Internet	Broadband	DD	£ 32.40	LGA 1972 s133
22-Feb	Microsoft UK	365 Business Standard	Card	£ 112.80	LGA 1972 s111
22-Feb	Microsoft UK	Exchange Kiosk	Card	£ 29.03	LGA 1972 s111
25-Feb	Grundon	AWTN charge	DD	£ 6.56	Litter Act 1983 s5
28-Feb	Mainstream Digital	Telephone charges	DD	£ 0.55	LGA 1972 s133
28-Feb	Grundon	Commercial waste	DD	£ 81.54	Litter Act 1983 s5
25-Mar	Staff costs	March salaries, inc. backpay	SO	£ 5,321.20	LGA 1972 s112
	Subtotal			£ 5,748.15	

Invoices

Date	Supplier	Service	Method	Amount	Authority
22-Feb	Amanda King	WW cleaning	FP	£ 128.00	LGA 1972 s133
23-Feb	Amazon UK	Office supplies		£ 34.27	LGA 1972 s111
24-Feb	Starboard Systems	Scribe subscription		£ 561.60	LGA 1972 s111
25-Feb	Garry Evans	Window cleaning		£ 20.00	LGA 1972 s133
28-Feb	Spot On Supplies	Cleaning supplies		£ 45.07	LGA 1972 s133
28-Feb	Stephen Chilton	Bridge repairs		£ 460.00	OSA 1906 s10
28-Feb	McCracken and Son Ltd	Grounds maintenance		£ 1,345.20	LG(MP)A 1976 s19
02-Mar	Ransome Memorials	Memorial inspections		£ 540.00	LACO 1977 s16
04-Mar	Joan's Cakes	Celebration cake		£ 35.00	LGA 1972 s15(5)
04-Mar	GAPTC	Membership 2022-23		£ 457.32	LGA 1972 s143
07-Mar	CartridgeSave	Printer inks		£ 39.85	LGA 1972 s111
08-Mar	Gary Yates	Jubilee band deposit		£ 100.00	LGA 1972 s145
14-Mar	Sweet fuels	Heating oil		£ 1,259.48	LG(MP)A 1976 s19
15-Mar	Little Party Heaven	Jubilee balloon modelling		£ 100.00	LGA 1972 s145
	Subtotal			£ 5,125.79	

	TOTAL			£ 10,873.94	
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