

Minutes of the Ordinary Meeting of the Northleach with Eastington Town Council held in the Westwoods Centre on 23 February 2022, 7pm

Members Present: Cllrs Terry Morley-Blackwell (Chairman), Gina Blackwell, Valerie Glynn, Sara Gorst, Byron Hadley, Brian Hulcup, Caroline Saunders and Andrew Wellman.

In Attendance: Ms Pauline Rigby (Town Clerk)
District Cllr Tony Dale and one member of the public

195. Apologies for Absence

Apologies had been received from Cllr Mark Ogden and Alan Wellman.

196. Declarations of Interest

There were no interests declared.

197. County and District Councillor's Report

District Cllr Tony Dale reported that:

- Cotswold District Council (CDC) approved its budget last week. Election charges were debated at length and will be re-charged to town and parish councils starting in May 2023. To put this in context, all other districts without exception raise a charge, he explained. The substantive debate was that they want local democracy and there is a cost that goes with that.
- CDC is awaiting a response on whether the Town Council wants to use the Build Back Better grant funding for the planters around the outside dining area on the Market Place as the funding must be spent by the end of March. The Chairman explained that County Highways' legal team have advised that there is no legislation permitting tables and chairs on the carriageway. It is understood that Highways are waiting to hear from the district council as the licensing authority about the status of the pavement licences.
- He understands that CDC has submitted or will soon be submitting their proposals for Fortey Woods and the Market Place toilet block to the Town Council.

Cllr Dale left the meeting.

County Cllr Paul Hodgkinson sent apologies and a written report, which had been circulated.

198. Public Questions

There were no questions from the public.

199. Confirmation of Minutes

The Clerk explained that minute numbering had been corrected.

It was RESOLVED that the minutes of the Extraordinary Meeting of the Town Council held on 19 January 2022 be confirmed and signed as a true record.

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200. Action Point Update

The Clerk's report had been circulated. Updates given verbally at the meeting were:

- Installation of the new playground equipment at Ward Road is due to start next week.
- GAPTC has released more courses for new councillors. Cllr Valerie Glynn is booked onto the course on 2 April. Cllr Caroline Saunders asked to be booked onto the course too.
- Microsoft is increasing prices from March 2022. Office 365 and email monthly subscriptions have been changed to annual to lock in current pricing.
- A deposit of £150 ex VAT is required to secure the booking for Chaplins Mini Pantos.

201. Casual Vacancies

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

202. Planning Matters

202.1 Application Ref: 22/00356/FUL

Address: 12 Tayler Road Northleach Cheltenham GL54 3JE

Details: Erection of single storey rear extension to replace conservatory

Comment: No objection

202.2 Application Ref: 21/04742/FUL and 21/04743/LBC

Address: Great Union House Market Place Northleach Cheltenham GL54 3EJ

Details: Demolition of modern extensions, kitchen & chimney to stair tower, rebuilding of kitchen, replacement of windows, installation of integral PV tiles to coach house roof and addition of EV charging point. Removal and re-location of incoming.

Comment: No objection

202.3 Cotswold District Council has issued its Local Plan (Partial Update) Issues and Options Consultation with deadline of 20 March 2022. The consultation is online and a paper copy of the full document has been provided to the Town Council.

It was agreed that Members would read the information and feed back to the next meeting.

203. Fortey Woods

An updated Heads of Terms and financial offer had been received from Cotswold District Council for the transfer of the woodland to the Town Council. The revised offer included a sum for restoration of the woodlands. Members expressed disappointment that the £10,000 maintenance contribution that was originally offered had been withdrawn.

It was RESOLVED that the financial offer be rejected, and authority be delegated to the Clerk and Cllr Hulcup to try and negotiate more acceptable terms with the district council.

204. Access Request from Gigaclear

Gigaclear had requested permission to install their equipment at the playing field showing a route over the allotments. Fields in Trust as the landowner of the allotments had confirmed they would not give permission without the Council's consent. Cllr Hulcup and the Clerk had met with a Gigaclear officer to walk the proposed route, which is for aerial cables on Openreach poles. Gigaclear to check whether the pole is actually on allotment land.

It was RESOLVED that consent be given for Gigaclear to install equipment at the allotments, with the proviso that there is no digging; discharge of this decision is delegated to the Clerk.

205. Finance

205.1 Council received the bank reconciliation which showed balances of £150,020.02 on 31 January 2022.

205.2 The Clerk presented the payments list and advised that payments of £128 to Amanda King and £180 to Chaplins Mini Pantos were to be added to the list.

It was RESOLVED that payments in the sum of £7,556.67 be approved as per the schedule appended to these minutes.

205.3 It was RESOLVED, due to the ongoing delay in the national pay award, to bring forward the anticipated 1.75% pay increase for all staff for 2021/22, so it could be paid before year end.

206. Strategic Risk Register

The Clerk outlined the changes since the last review.

It was RESOLVED that the risk register as presented be approved.

207. Queen's Platinum Jubilee

207.1 The Vicar has received a number of trees to commemorate the Jubilee and is giving two trees to the council, one a wild cherry and one a silver birch.

It was RESOLVED that wild cherry be planted on the playing field in place of the mulberry.

It was RESOLVED that the silver birch be planted in the cemetery, near the river.

207.2 It was noted that the application to the Build Back Better Market Towns Fund was successful with the council being awarded £5,350 to hold a Jubilee street party.

207.3 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.

207.4 Members reviewed the quotations and agreed to progress the road closure application.

It was RESOLVED to book the diversion from AA Signs at a cost of £951 ex VAT.

It was RESOLVED to book first aiders from Rapid Aid Training at a cost of £136.

It was RESOLVED to book the band Paige and the Red Shift at cost of £400.

It was RESOLVED to book storyteller Chloe Lees at a cost of £105.

It was RESOLVED to book a balloon modeller from Little Party Heaven at a cost of £300

It was RESOLVED to purchase tableware and decorations from Chrissies Corner for £414.

It was RESOLVED that the quotation for supply of wheelie bins from Grist Environmental be approved at a cost of £663 ex VAT.

It was RESOLVED to progress the order of £2,000 for food with Fruitcakes.

The website proposal was discussed, and it was agreed to bring this back for further consideration at the next meeting.

208. Correspondence

208.1 Gloucestershire County Council invitation to join the Renewal of Commitment to Armed Forces Covenant at 2pm on Weds 16 March. This invitation was declined.

- 208.2 Cotswold Energy Saving Exhibition on 24 March 2022, organised by Carbon Neutral Northleach with the support of the Town Council and Cotswold District.
- 208.3 It has been arranged for Digibus, a double-decker bus offering 1:1 IT support and training, to visit the Market Place on Friday 25 March 2022. Advance booking is recommended.
- 208.4 Cotswold Fosseway Lions are organising a community litter pick on Saturday 7 May.

209. Committee Minutes

- 209.1 Council received minutes of the Property and Premises Management Committee meeting held on 29 November 2021. The minutes of 31 January 2022 will follow.
- 209.2 It was noted that a meeting of the Westwoods Working Group took place on 16 February 2022 and will report back to Council in March.

210. Future Agenda Items

Already noted: TRO for speeds; Market Place toilet block.

211. Next Meeting

The next meeting is scheduled for Wednesday 16 March 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
18-Jan	EDF Energy	WW electricity	DD	£ 119.20	LGA 1972 s133
21-Jan	Zen Internet	Broadband	DD	£ 32.40	LGA 1972 s133
22-Jan	BrightHR	HR support	DD	£ 24.30	LGA 1972 s111
22-Jan	Microsoft UK	365 Business Standard	Card	£ 9.40	LGA 1972 s111
31-Jan	Mainstream Digital	Telephone line	DD	£ 44.09	LGA 1972 s133
31-Jan	Grundon	Commercial waste	DD	£ 78.29	Litter Act 1983 s5
22-Feb	BrightHR	HR support	DD	£ 24.30	LGA 1972 s111
25-Feb	Staff costs	Feb salaries, pension	SO	£ 4,416.61	LGA 1972 s112
	Subtotal			£ 4,748.59	

Invoices

Date	Supplier	Service	Method	Amount	Authority
13-Jan	SLCC	Practitioners Conference		£ 66.00	LGA 1972 s111
17-Jan	Dave Payne Electricians	Replace faulty lights		£ 150.84	LGA 1972 s133
18-Jan	Solopress	Correx cemetery posters	Card	£ 29.57	LGA 1972 s111
19-Jan	Amazon UK	Printer ink		£ 29.00	LG(MP)A 1976 s19
21-Jan	Communicorp	Freedom scroll		£ 100.56	LGA 1972 s249(6)
25-Jan	Garry Evans	Window cleaning		£ 20.00	LGA 1972 s133
25-Jan	Amanda King	WW cleaning	FP	£ 128.00	LGA 1972 s133
31-Jan	Spot On Supplies	Cleaning supplies		£ 25.27	LGA 1972 s133
31-Jan	McCracken and Son Ltd	Grounds maintenance		£ 1,345.20	LG(MP)A 1976 s19
04-Feb	Post Office	Stamps	Card	£ 7.92	LGA 1972 s111
04-Feb	HeadSpace	Charitable donation		£ 91.91	LGA 1972 s137
04-Feb	Community Heartbeat Trust	Defib pads		£ 58.80	PHA 1936 s234
06-Feb	HM Land Registry	Title deeds	Card	£ 6.00	LGA 1972 s111
10-Feb	Viking	Oil filled radiator		£ 68.99	LGA 1972 s111
11-Feb	Woodside Products	Barrier net and pins	Card	£ 32.98	LACO 1977 s4
14-Feb	RJ Dorey	LED kitchen lights		£ 180.00	LGA 1972 s133
17-Feb	Safetread	Non-slip decking strips	Card	£ 51.71	LG(MP)A 1976 s19
17-Feb	NextDayCatering	Water boiler	Card	£ 107.33	LGA 1972 s133
21-Feb	Chaplins Mini Pantos	Panto deposit		£ 180.00	LGA 1972 s145
22-Feb	Amanda King	WW cleaning		£ 128.00	LGA 1972 s133
	Subtotal			£ 2,808.08	

	TOTAL			£ 7,556.67	
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