



All Members of the Council are hereby summoned to attend the
**Ordinary Meeting of Northleach with Eastington Town Council on
Wednesday 12 July 2023 at 7pm at the Westwoods Centre**
for the purpose of considering the business to be transacted
as set out hereunder.

Pauline Rigby

Dated this day 6 July 2023

Ms Pauline Rigby, Town Clerk

AGENDA

1. To receive apologies for absence
2. To receive declarations of interest and deal with any requests for dispensations
PUBLIC PARTICIPATION
3. County and District Councillors to give reports on matters affecting the parish.
4. Public Session: <i>In accordance with Standing Orders, the period designated for public participation shall not exceed 3 minutes per person and 15 minutes overall.</i>
MATTERS FOR DECISION
5. To confirm and sign the minutes of the ordinary meeting held on 14 June 2023.
6. To receive the action point update and consider matters arising: a. To consider a revised format for the agenda. b. To confirm preferred design of cycle stands on the Market Place.
7. Planning Matters: To agree comments on planning applications, if any. (Note: none received at the time of agenda publication).
8. Highways Matters: To receive email from the Transport Infrastructure Officer about whether the Town Council wishes to encourage buses to come onto the Market Place; and agree to discuss the situation with GCC's Parking Manager.
9. Events: To discuss and agree Town Council participation in: a. Remembrance Sunday on 12 November 2023 b. Steering Group to organise a Northleach History and Archive Day c. Community exhibition, possibly combined with the Annual Town Meeting in April. d. D-Day 80 th anniversary on 6th June 2024.
10. To adopt a social media policy.
11. To appoint an internal auditor for 2023-24.
12. To authorise the Clerk to sign a statutory declaration relating to ownership of the Market Place public conveniences and bus shelter, for first registration of the land.
13. Finance: a. To receive the bank reconciliation to 30 June 2023 b. To receive the budget monitoring report. c. To authorise the payment of accounts as per the schedule appended .
14. Staff Structure Review: To consider appointing an independent advisor to review staff structure and job descriptions with a view to improving efficiency.
15. Future Agenda Items: Already noted: Glorious Cotswold Grasslands, Market Place toilet block, Fortey Woods, events committee, pavilion roof.
16. Next meeting: Weds 13 September 2023, 7pm in the Westwoods Centre

Payment schedule

Date	Supplier	Service	Amount
13-Jun	Net World Sports	Spring retaining clips	£ 29.80
14-Jun	InstantPrint	Correx signs	£ 45.48
19-Jun	EDF Energy	Westwoods electricity	£ 394.79
21-Jun	Everflow	Westwoods water	£ 197.63
21-Jun	Zen Internet	Broadband	£ 32.40
22-Jun	BrightHR	HR services	£ 24.30
22-Jun	Microsoft	Exchange Online Kiosk	£ 7.89
22-Jun	Wordfence	Website firewall	£ 96.35
22-Jun	Garden Site	Storage Box	£ 229.99
25-Jun	Fosseway Garden Centre	Topsoil	£ 12.00
26-Jun	Cathedral Hygiene	Sanitary bin	£ 38.99
27-Jun	Amanda King	Westwoods cleaning	£ 128.00
27-Jun	Glos Jobs	Recruitment ad	£ 45.60
28-Jun	Amazon UK	Strimmer tree guards	£ 20.98
29-Jun	McCracken and Sons	Grounds maintenance	£ 1,527.30
30-Jun	Mainstream Digital	Telephone line	£ 0.73
30-Jun	Grundon	Waste collection	£ 109.68
03-Jul	Smiths Gloucester Limited	Asbestos survey	£ 598.80
06-Jul	Cotswold District Council	Building control application fee	£ 227.50
06-Jul	A&E Fire	Fire safety inspections	£ 733.51
06-Jul	Cotswold District Council	Election costs	£ 892.15
	TOTAL PAYMENTS		£ 5393.87

Note: Payroll had not been run at the time of preparing the agenda; July salary payments will be reported at the next meeting.