



All Members of the Council are hereby summoned to attend the

**Ordinary Meeting of Northleach with Eastington Town Council on  
Wednesday 14 June 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 8 June 2023

Ms Pauline Rigby, Town Clerk

**AGENDA of 14 JUNE 2023**

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 17 May 2023.
6.	To receive the action point update and consider matters arising: a. To confirm that all acceptances of office have been received. b. To confirm appointment to committees. c. To move public participation to the end of the meeting.
7.	<b>Planning Matters:</b> To agree comments on planning applications (See <a href="#">schedule</a> )
8.	<b>Highways Matters:</b> To receive a report from the meeting on 25 May.
9.	<b>Cycle Racks on the Market Place:</b> To consider proposal from Cotswold District Council to install cycle racks outside the Post Office, and agree the next steps.
10.	<b>Parking Strategy Steering Group:</b> a. To receive the report from the accessibility audit, and agree the next steps. b. To note that the <a href="#">steering group</a> intends to report back to council next month.
11.	To review expenditure incurred under S137 of Local Government Act 1972 in 2022-23.
12.	To review and re-adopt financial regulations.
13.	To confirm arrangements for insurance cover in respect of all risks.
14.	To adopt a risk management policy and review the risk register.
15.	To review and re-adopt the press and media policy
16.	To review and adopt a social media policy.
17.	To review council and staff subscriptions to other bodies.
18.	To approve format of and attendance at training for new councillors.
19.	<b>Annual Governance &amp; Accountability Return:</b> a. To note the Annual Internal Audit Report for 2022-23. b. To approve for signing the Annual Governance Statement for 2022-23. c. To approve for signing the Accounting Statement for 2022-23. d. To approve the period for the exercise of public rights of 19 June to 28 July.
20.	<b>Finance:</b> a. To receive the bank reconciliation to 31 May 2023 b. To authorise the payment of accounts as per the <a href="#">schedule</a> . c. To consider opening a new savings account.
21.	Recruitment: To approve job description, key terms, advert, and method of advertising for Administration Officer position, or agree alternative actions
22.	<b>Correspondence:</b> a. To confirm attendance and motions to GAPTC's AGM on 22 July. b. Town and Parish Forum in Cirencester on 12 July and Moreton on 18 July.

23. <b>Committees:</b> To note the following committee minutes: Property & Premises Committee on 22 May; and Westwoods Committee meeting on 5 June.
24. <b>Future Agenda Items:</b> Already noted: Glorious Cotswold Grasslands, Market Place toilet block, Fortey Woods, events committee, Community Exhibition, pavilion roof.
25. <b>Next meeting:</b> Weds 12 July 2023, 7pm in the Westwoods Centre

### Planning applications

Ref. No:	Address:	Proposal:	Expiry Date:
<a href="#">22/0006/CWMAJW</a>	Farmington Stone Quarry Farmington Gloucestershire GL54 3NZ	Importation of up to 50,000 tonnes per annum of inert material to facilitate an aggregate recycling facility	Mon 26 Jun 2023
<a href="#">21/0085/CWS73M</a>	Farmington Quarry Farmington Gloucestershire GL54 3NZ	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.	Mon 26 Jun 2023
<a href="#">23/01598/FUL</a>	Great Union House Market Place Northleach Cheltenham GL54 3EJ	Variation of condition 2 (Approved plans) of permission 21/04742/FUL - Demolition of modern extensions, kitchen and chimney to stair tower, rebuilding of kitchen, replacement of windows, 2no. flat-roofed rear dormers replaced with pitched-roof, 1no. rear dormer re-roofed with leadwork, installation of integral PV tiles to coach house roof and addition of EV charging point; removal and re-location of incoming utilities, re-covering of roof	Mon 26 Jun 2023

### Payment schedule

Date	Supplier	Service	Amount
12-May	Casual bar staff	Wages	£ 155.00
13-May	Tesco (BC)	Bar stock	£ 3.50
16-May	Alby Belcher	Allotment fuel	£ 6.68
16-May	Everflow	Westwoods water	£ 0.14
16-May	P40 Ltd	Bus shelter repairs	£ 1,432.20
16-May	P40 Ltd	Bus shelter repairs	£ 1,704.00
17-May	Garry Evans	Window cleaning	£ 20.00
20-May	EDF Energy	Westwoods electricity	£ 578.56
22-May	Microsoft	Exchange Online Plan 1	£ 79.20
22-May	Zen Internet	Broadband	£ 32.40
22-May	BrightHR	HR services	£ 24.30
26-May	Post Office	Postage	£ 3.10
26-May	Cartridge Save	Printer ink	£ 56.34
30-May	Amanda King	Westwoods cleaning	£ 180.00
30-May	McCracken and Sons	Grounds maintenance	£ 1,709.40
31-May	Ruth Waller	Locum clerk	£ 120.00
31-May	Spot On Supplies	Cleaning supplies	£ 161.40
31-May	Mainstream Digital	Telephone line	£ 1.08
31-May	Grundon	Waste collection	£ 127.87
01-Jun	Stephen Chilton	Handyman	£ 52.00
01-Jun	Cellar Supplies	Bar stock	£ 132.17
02-Jun	Screwfix	Cable ties	£ 17.63
04-Jun	Casual bar staff	Wages	£ 90.00
05-Jun	Spot On Supplies	Cleaning supplies	£ 28.99
25-Jun	Staff costs	June salaries, pension	£ 3,604.61
	<b>TOTAL PAYMENTS</b>		<b>£ 10,320.57</b>