

DRAFT MINUTES: of a Parish Council Meeting held in Guiting Power Village Hall on Wednesday 14<sup>th</sup> March 2018 at 7.50pm.

PRESENT: Parish Councillors, D Broad, E Ogden and L Rose, R Roseblade and D Rimmer.

IN ATTENDANCE: Kate Sales, Clerk  
1 parishioner was present

- 1) **To receive and consider apologies for absence.** Apologies received and noted from Cllr Powell and Cllr Ekblom.
- 2) **To receive Declarations of Interest on items on the Agenda. (Localism Act 2011).** No declarations were made.
- 3) **To approve the minutes of a Parish Council Meeting held on the 17<sup>th</sup> January 2018 in Guiting Power Village Hall.** These were approved and duly signed as a true record.
- 4) **To receive comments and concerns from the public.**  
No items were raised.
- 5) **Matters arising from last meeting's minutes**
  - Calendar of Parish Council Meeting dates published on website.
  - Confirmation received from RoSPA to carry out inspection of playground in April.
  - Precept submitted to Cotswold District Council.
  - Cllr Moor requested extra grit delivery for the Parish. To the Council's knowledge this had not been delivered. The Chair took the opportunity to formally thank the Farm and everyone else who had worked hard to keep the village open during the recent bad weather.
  - Clerk unable to attend the audit training course on the 6<sup>th</sup> February.
  - Cllr Roseblade attended the 'Being a Better Councillor' Course run by GAPTIC.
- 6) **To continue investigations to solving the dog-fouling in the village and to follow up actions from the last meeting. Item carried over from last meeting.**
  - Cost of new bin. Costs had been established at a previous meeting.
  - Rota compiled of volunteers to empty the bin. Although a few volunteers had been found to help with the emptying of a new bin it was noted that the playground was on private land not belonging to the parish council and therefore the landowner's permission would need to be sought for the siting of an extra bin. The landowner may not want a bin on their land that would not be emptied by a regular waste collection vehicle. It was thought a bin in close proximity to the playground would also not be a responsible place for health and safety reasons. In addition, as there was already a bin at either end of the field a third bin was felt not to be necessary. If dog walkers did not use either of the existing bins it seemed unlikely that a third bin would be used. It was agreed that Cllr Roseblade would co-ordinate a team of volunteers for a watch day to see who was letting their dogs foul and not clearing it away and then where appropriate, action could be taken on individuals who were behaving irresponsibly.

**ACTION: Cllr Roseblade to organise volunteers for the watch day**

## 7) Highways Update

- The Chair informed the meeting that she had received complaints from local residents regarding the operations of Tinkers Barn and the fact the Quarry may not be complying with the terms of their planning conditions. The complaints included: unsheeted lorries; lack of cleaning of wheels & chassis, and lorries exiting right from the quarry entrance.

**ACTION:** It was agreed that the Clerk would contact Temple Guiting Parish Council (whose Parish Tinker's Barn was in), and ask them to investigate.

- Installation of HGV Signs review. It was agreed that the Parish Council would ask Highways to undertake a review of the installation of the UNSUITABLE FOR HGV (access only) sign installed at the Foxhill junction in Guiting Power in 2017. The Parish Council felt that since the installation there had been an increasing number of HGV vehicles on the parish's minor roads.

**ACTION:** Clerk to submit a request to Highways asking them to undertake a review.

## 8) To consider and note planning applications and agree responses:

### For consideration

No items to consider.

### For noting

**Planning Application 17/0099/CWMAJW for Cotswold Hill Quarry.** This application was refused by Gloucestershire County Council.

### Enforcement

No enforcements to note at present

## 9) Data Protection Update:

- New email address for the parish council – [guitingpowerpc@gmail.com](mailto:guitingpowerpc@gmail.com)
- Encrypted USB key purchased for the council to store their data on.

**10) To inform Council that they were awarded the Foundation Level of the Local Council Award. To decide on webpage design showing new logo.** The Parish Council agreed that the award logo should be displayed on the left-hand side of the parish council's website pages.

## 11) To approve and adopt the Disciplinary Policy.

It was resolved to adopt the Disciplinary Policy.

## 12) To discuss AONB consultation.

It was agreed that the Parish Council had no comments to submit for this consultation.

## 13) To confirm the new Snow Warden for the Parish

The Parish Council confirmed that the new Snow Warden for the Parish would be Simon Gardner. The Parish Council thanked him for volunteering and took the opportunity to formally thank Suzanne Miles the previous warden for all her hard work over the years.

**ACTION:** Clerk to ensure all contact information with Amey is up-to-date and to update the Parish Emergency Plan.

## 14) To complete the application form for the WWI grant application for the Local History Society.

This was completed and the council thanked Pete Weale for his input.

**ACTION:** Clerk to submit the application to District Cllr Keeling.

## 15) Risk assessment update

- Playground update – Cllr Rose informed the meeting that a risk inspection had been carried out and there was nothing major to report. Once the bad weather had gone a group of

volunteers would clear out the sandpit to establish whether new sand was needed and to have a general spring clean of the area. The RoSPA inspection would take place in April/May of this year.

## 16) Finances

- To receive current statement of accounts and bank reconciliation.  
The Statement of Account was accepted and approved. A bank reconciliation was performed and approved.

GPPC EXP vs BUDGET 2017-18		GUITING POWER PARISH COUNCIL							
AS AT 28.02.18			Actual	Antic.	Antic. Total	Remainder	Actual	Antic.	Total
	Budget		Spend	Spend	Spend	of Budget	Income	Income	Income
	2017/18		to	from	to	+ / -	to	from	to
			28.02.18	01.03.18	31.03.18		28.02.18	01.03.18	31.03.18
Precept	3380.00						3380.00	0.00	3380.00
Council Tax Support Grant	123.00						123.00	0.00	123.00
Bank interest	0.00						0.00	0.00	0.00
VAT refund	160.00						217.95	116.00	333.95
Other							609.46	0.00	609.46
<b>TOTAL</b>	<b>3663.00</b>								
Staff Costs	1880.00	1850.12	186.00	2036.12	-156.12				
Admin expenses	350.00	227.57	60.00	287.57	62.43				
Insurance	430.00	457.98	0.00	457.98	-27.98				
Audit Costs	280.00	80.00	80.00	160.00	120.00				
Meeting room hire	280.00	115.00	165.00	280.00	0.00				
Subscriptions	250.00	92.66	150.00	242.66	7.34				
Training	275.00	0.00	95.00	95.00	180.00				
Maintenance costs	400.00	156.00	200.00	356.00	44.00				
Donations	600.00	0.00	600.00	600.00	0.00				
section 137	0.00	0.00	0.00	0.00	0.00				
Equipment	250.00	0.00	250.00	250.00	0.00				
Newsletter	120.00	73.98	0.00	73.98	46.02				
VAT Paid	160.00	126.67	60.00	186.67	-26.67				
Other	70.00	691.33	50.00	741.33	-671.33				
Annual Assembly	100.00	30.55	40.00	70.55	29.45				
Reserve (playground)	1212.91	0.00	0.00	0.00	1212.91				
<b>TOTALS</b>	<b>6657.91</b>	<b>3901.86</b>	<b>1936.00</b>	<b>5837.86</b>	<b>820.05</b>		<b>4330.41</b>	<b>116.00</b>	<b>4446.41</b>
Reserves as at 1.4.17				£ 5,306.71					
Income during year				£ 4,446.41					
Plus Scottish Widow acc (Reserve)				£ 2,926.83					
Expenditure during year				£ 5,837.86					
Minus Playground funds held in reserve				£ 1,212.91					
Antic. reserves at year end (inc Scot Widows)				<b>£ 5,629.18</b>					
Balance to carry forward				<b>£ 2,702.35</b>					

### BANK RECONCILIATION AT 31 January 2018

**Period to 28th February 2018**

				£	£
<b>Lloyds Current Acc: 00896036</b>					
	Balance per statement - 28.02.18			£ 5,924.26	
	Outstanding receipts				
				£ -	
	Less unrepresented chqs				
		700	£ 20.00		
		706	£ 3.00		
		707	£ 156.00		
				£ 179.00	
	<b>Balance</b>			<b>£ 5,745.26</b>	
<b>Scottish Widows Acc*</b>					
	Balance per statement - 01.04.17			£ 2,925.95	
	Receipts				
	Interest paid @ 1.07.17			£ 0.07	
	Interest paid @ 1.04.17			£ 0.67	
	Interest paid @ 1.10.17			£ 0.07	
	Interest paid @ 01.01.18			£ 0.07	
	Less unrepresented chqs				
	NIL			£ -	
	<b>Balance</b>			<b>£ 2,926.83</b>	
<b>Total Balance</b>					<b>£8,672.09</b>
<b>Cash book Summary</b>					
	Opening Balance 01.04.17			£ 5,306.71	
	Add receipts to date			£ 4,330.41	
	Less payments to date			£ 3,891.86	
	<b>Cash Book Balance @ 28.02.18</b>			<b>£ 5,745.26</b>	
	<b>Balance per Scottish Widows acc</b>			<b>£ 2,926.83</b>	
<b>Closing Reconciled Balance</b>					<b>£8,672.09</b>
* Statements only received every three months					

- To approve payments and note receipts. The following payments were approved  
**No receipts to note.**

Payments made between meetings - none made				
The following payments to be approved				
Chq no	Payee	Purpose	Auth	Cheq value
708	K Sales	Expenses – Feb-Mar 18	LG(FP)A 1963 s.5	41.27
709	K Sales	Clerk's salary – March	LGA 1972 s.112 (2)	185.78
710	K Sales	Clerk's salary – April*	LGA 1972 s.112 (2)	185.78
711	ICO	Data Protection licence renewal	LGA 1972 s.143	35.00
712	Community Heartbeat	Annual inspection/service for Defib	PHA 1936 s.234 & LG 1892 s.8(1) (i)	151.20
713	GAPTC	Councillor Training	LGA 1972 s.111	95.00
714	GAPTC	Final payment for LCAS Award	LGA 1972 s.143	50.00
715	PATA UK	Payroll Jan-March 2018	LGA 1972 s.111	22.50
716	GAPTC	Annual Subscription	LGA 1972 s.143	81.22

<sup>1</sup> Post-dated cheque for salary as no meeting in April

**17) To receive correspondence and agree response.**

- Job Centre – request to have links on Parish Council website. It was agreed that a link would go on the website.

**18) For information only**

Cllr Rimmer informed the meeting that Defibrillator training had been requested by residents. It was agreed to add this as an item to the next agenda.

The Chair concluded the meeting at 7.10pm and thanked everyone for their attendance. The next meeting will be the Annual Parish Council Meeting on the 9<sup>th</sup> May 2018 at 7.30pm in the Village Hall.

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Chairman

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Date