

CLERK: Kate Sales, 5 Okus Road, Charlton Kings Cheltenham. GL53 8DU  
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**To Members of the Council**

MINUTES: of a Parish Council Meeting held in Guiting Power Village Hall on Wednesday 13<sup>th</sup> April 2016 at 6.30pm.

PRESENT: Parish Councillors: Dawn Rimmer, Else Ogden, Linda Miles, Lisa Rose, David Broad and Nick Powell

IN ATTENDANCE: Kate Sales, Clerk

No Parishioners were present

**AGENDA**

- 1) **To receive apologies for absence.** No apologies received.
- 2) **To receive Declarations of Interest on items on the Agenda. (Localism Act 2011).** No declarations received.
- 3) **To approve the minutes of the Parish Council meeting held on the 10<sup>th</sup> February 2016.** These were approved and duly signed as a true record.
- 4) **To hear representations from the public regarding any item on the Agenda.**  
No items were raised.
- 5) **To consider and note planning applications and agree responses:**  
For consideration  
No applications at present for consideration.  
For noting  
No items for noting  
Enforcement  
No enforcements to note at present
- 6) **Internal auditor's report. To note feedback and to discuss points of action.**  
The report was reviewed and the summary points were:
  - to ensure that the full date was written at the top of the minutes.
  - to ensure that the acceptance of office forms for councilors are signed prior to an Annual Parish Council meeting so they have a right to vote for the chairman following his election.
  - separate agendas are not needed for the Annual Parish Council meeting and a following Parish Council meeting, these can be amalgamated.All items raised would be actioned appropriately.
- 7) **To receive correspondence and agree response**
  - **GAPTC, Annual General Meeting invitation** – no action needed, for information only.
  - **Gloucestershire County Council, information on unitary decision by Cotswold District Council** – no action needed, for information only.

- CPRE, Spring edition of magazine – no action needed, for information only

8) Finances

8.1 To approve end of year accounts for presentation at the Annual Assembly.

These were approved and signed. A bank reconciliation was also performed and signed as an accurate record.

GPPC EXP vs BUDGET 2015-16						
			Total	Budget vs	Total	
			Spend	Spend	Income	
		Budget	to	to	to	
		2015/16	31.3.16	31.03.16	31.3.16	
Precept		3250.00			3250.00	
Council Tax Support Grant		250.00			250.00	
Bank interest		0.00			0.00	
VAT refund					5292.61	
Other					17276.19	
<b>TOTAL</b>		<b>3500.00</b>				
Staff Costs		1250.00	1560.48	-310.48		
Admin expenses		350.00	244.81	105.19		
Insurance		400.00	429.16	-29.16		
Audit Costs		250.00	200.00	50.00		
Meeting room hire		200.00	105.00	95.00		
Subscriptions		250.00	155.57	94.43		
Training		275.00	95.00	180.00		
Maintenance costs		400.00	790.94	-390.94		
Donations		500.00	305.00	195.00		
section 137		20.00	0.00	20.00		
Equipment		0.00	27022.53	-27022.53		
Newsletter		120.00	75.15	44.85		
VAT Paid		0.00	5660.70	-5660.70		
Other		0.00	709.46			
Reserve		4947.00	0.00			
<b>TOTALS</b>		<b>8962.00</b>	<b>37353.80</b>	<b>-32629.34</b>	<b>26068.80</b>	
Reserves as at 1.4.15			£ 17,986.12			
Income during year			£ 26,068.80			
Plus Scottish Widow acc			£ 2,903.53			
Expenditure during year			£ 37,353.80			
Playground funds held in reserve			£ 1,212.91			
Antic. reserves at year end			<b>£ 8,391.74</b>			

<b>BANK RECONCILIATION AT 31st March 2016</b>					
<b>Period to March 2016</b>					
<b>Lloyds Current Acc: 00896036</b>					
				£	£
	Balance per statement - 31.03.16			£ 6,372.56	
	Outstanding receipts				
				£ -	
	Less unpresented chqs				
	n/a	£	-		
				£ -	
	<b>Balance</b>			<b>£ 6,372.56</b>	
<b>Scottish Widows Acc</b>					
	Balance per statement - 31.12.15			£ 2,915.14	
	Outstanding receipts				
	NIL			£ -	
	Less unpresented chqs				
	NIL			£ -	
	Balance			<b>£ 2,915.14</b>	
<b>Total Balance</b>					<b>£9,287.70</b>
<b>Cash book Summary</b>					
	Opening Balance 01.04.15			£ 17,986.12	
	Add receipts to date			£ 26,068.80	
	Less payments to date			£ 37,682.36	
	<b>Cash Book Balance @ 31.03.16</b>			<b>£ 6,372.56</b>	
	<b>Balance per Scottish Widows acc</b>			<b>£ 2,915.14</b>	
<b>Reconciled Balance</b>					<b>£9,287.70</b>

**8.2 To approve payments and note receipts**

All payments were approved. There were no receipts to note.

An extra payment of £1.60 to HMRC for PAYE was also approved.

Payments made between meetings - none made				
The following payments to be approved				
Chq no	Payee	Purpose	Auth	Cheque value
619	K Sales	Expenses -Feb - Mar 2016	LG(FP)A 1963 s.5	31.39
620	K Sales	Clerk's salary - March 2016	LGA 1972 s.112 (2)	174.13
621	K Sales	Clerk's salary – April	LGA 1972 s.112 (2)	128.70
622	Glos Playing Fields Ass	Renewal of subscription	LGA 1972 s.143	50.00
623	PATA	Payroll services – Jan-Mar	LGA 1972 s.111	22.50
624	GAPTC	Annual membership renewal	LGA 1972 s.143	77.74
625	Guiting Power Village Hall	Room hire for meetings	LGA 1972 s.112	110.00

**8.3 To note payments received**

No payments were received.

**9) For information only**

The following dates were discussed for the forthcoming Parish Council meetings .

Weds July 13<sup>th</sup> 2016 – Parish Council Meeting

Weds 14 Sept 2016 – Parish Council Meeting

Weds 9th Nov 2016 – Parish Council Meeting & Budget Planning

Weds 18th Jan 2017 – Parish Council Meeting

Weds 15 March 2017 – Parish Council Meeting

Weds 10th May 2017 - Annual meeting of the Parish Council

The above dates will be confirmed, and the Annual General Assembly date for 2017 will be decided at the next meeting.

It was noted that the planning application by Guiting Manor for two new houses to the rear of Greenbank House would soon be submitted to Cotswold District Council.

Councillors agreed this should be on the agenda for a full discussion once the consultation period starts.

The Chair informed the meeting that Moor Cottage was not in Guiting Power parish.

Therefore, the update Highways supply regarding the removal of the stones placed on the verge adjacent to the cottage would no longer continue.

The Chairman concluded the meeting at 6.45pm and thanked everyone for their attendance. The next meeting will be the Annual Meeting of the Parish Council, and will be held on the 18<sup>th</sup> May 2016 at 7.30pm in the Village Hall.

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Chairman

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Date