

CLERK: Kate Sales, 5 Okus Road, Charlton Kings Cheltenham. G5L3 8DU
Tel: 01242 583303 E-mail: katiemsales1@gmail.com

MINUTES: of a Parish Council Meeting held in Guiting Power Village Hall on Wednesday 20th May at 7.50pm.

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

IN ATTENDANCE: Kate Sales, Clerk
4 Parishioners

Members of the public were welcomed to the meeting.

- 1) **To receive apologies for absence.**
These were received from Verity Edwards-Flaherty and Linda Miles.
- 2) **To receive Declarations of Interest on items on the Agenda. (Localism Act 2011).**
There were none.
- 3) **To approve the minutes of meeting held on 11th February 2015.**
These were approved and duly signed as a true record.
- 4) **To hear representations from the public regarding any item on the Agenda.**
It was agreed that members of the public could ask questions as and when the relevant agenda item was heard.
- 5) **To consider and note planning applications and agree responses:**

For consideration

Green Field Hill Barn Guiting Power (15/01289/FUL) Demolition of existing agricultural barn and erection of replacement barn.

The parish council had no comments to make on this application.

Land At The Garages, Well Lane, Guiting Power (15/01293/FUL) Demolition of eighteen existing garages and replacement with seven garages and nine storage units .

The parish council had no comments to make on this application.

For noting

Tally Ho House, Cloud Hill, (14/05647/FUL and 14/05695/LBC) - Proposed replacement glasshouse including rebuilding of retaining wall.

It was noted that this application had been permitted by Cotswold District Council.

Castlett Farm Barton Lane Guiting Power (15/01290/AGFO) - Proposed agricultural storage building

It was noted that this application had been permitted by Cotswold District Council.

Land Adjacent To The Palace, Castlett Street (15/00576/FUL) - Provision of 384 photovoltaic panels on farm building

It was noted that this application had been permitted by Cotswold District Council.

Guiting Manor Farm Buildings Winchcombe Road (15/00585/FUL) - Provision of 384 photovoltaic panels on farm building

It was noted that this application had been permitted by Cotswold District Council.

Enforcement

There was no enforcement to note.

6) To receive a report on the progress of the Playground Project from the Playground Committee.

Mr Rimmer reported on behalf of the committee. The project was running to time and budget. A safety inspection was due imminently and then the playground would be handed over. It was decided that the playground would be roped off for a few days to allow the grass to recover. The official opening would be on the 20th June at the Parish fete but a soft opening for donors and people involved would be held before.

Mr Rimmer said the project had surplus funds so at a future date the committee should consider what other works could be carried out in the playground.

It was discussed that a Disclaimer notice should be displayed with information showing where the nearest phone box was, the location of the site and the maintenance officer's contact details. It was thought another sign was needed to say thank you to donors and to display the Lottery funding logo, who had given a large proportion of funds towards the project.

It was also agreed that regular maintenance checks should be carried out. On handover a maintenance checklist would be provided. It was resolved that this procedure would be agreed at the next Playground Sub Committee meeting.

The Chair thanked the committee for all their hardwork on the project.

The Clerk informed the meeting that increasing the insurance to cover the new playground equipment would add an extra £112 per annum to the premium, and before the playground would be insured the council needed to have a site safety inspection report in their possession. The council agreed that this was a necessary expense and resolved to pay.

7) To receive an update on the recruitment of a Parish Tree Warden.

No recruitment had taken place and it was agreed for this to be an agenda item at the next meeting.

8) To receive a report from the Parish Footpath Warden.

The footpath warden reported that all repairs had been carried out by Cotswold District Council. He informed the council that only signage and bridges would probably be maintained now.

He informed the council that the passageway between Winchcombe road and Castlett Street looked less likely to be approved.

9) Highways Update

Bob Skillern sent an update on the following:

- **20 is plenty signs being moved around to include Tally Ho Lane**

They are on the list to move. However he is more than happy for the parish council to move them if they so wish.

- **Traffic survey results**

A traffic survey was carried out between the 6th and 12th of February 2015. The survey was carried out by means of Automatic Traffic counter Rubber Tubes at 3 sites within the village. The survey showed that the mean mph at all 3 sites was under the 30mph speed limit in the village. The east site had a mean speed of 25mph, the central 16.8mph and the west 22.3mph.

Parishioners felt that speed was still a problem in the village. The Chair told the meeting that the survey results would make Highways conclude there wasn't a problem. However she agreed that the parish council would come back to this on an annual basis.

- **White line refreshment in village square**

Bob Skillern reported that this should have been done by now and he would chase the contractor again.

10) Promotion of the Parish Council: to receive a progress update:

- **Newsletter**

The Chair reported that the second newsletter had gone to press. It was decided to continue with the bi-yearly issues with one around May to inform people of upcoming summer events and the other in the Autumn to cover Christmas events. The Chair asked for people to continue to send in contributions.

- **Web page**

The clerk informed the council that this still needed doing and would ensure that it would be done before the 30th June deadline required for the council be compliant with the new transparency code.

11) Update on issue of the installation of superfast broadband and meeting with Fastershire

The Chair informed the meeting that a joint public meeting between Guiting Power and Temple Guiting had been held in the Church and 124 people had attended.

Representatives from the Fastershire project were there to answer questions. The outcome of the meeting seemed to be that if the parishes wanted faster broadband then they would have to pay privately for it. BT had been approached for a quote and had supplied one at around £56k.

Another meeting between interested parties and BT took place and the Project Manager Colin Brooks is now involved. BT will undertake a more detailed study and provide a further quote in the next two weeks.

Meanwhile following the meeting it was decided that a database of all the parties who had expressed support would be a useful way of keeping people up-to-date.

It was agreed that a donation of £10 would be given to the Church as a contribution towards the heating . A cheque to be made out to Guiting Power PPC.

12) Parish Events

- **Bonfire Night**

After discussion it was resolved that the parish council would pay £250 towards a bonfire and fireworks event for the parish on the 5th of November. The clerk read out a list of requirements from the insurance company and it was felt that the conditions would all be met.

- **Village Fete**
This is to be held on the 20th June and the official opening of the playground will take place. Cllr Nigel Moor has agreed to officially open the site.
- **Annual Assembly**
This is to be held on the 27th May at 7pm. Everyone was welcome to attend. Cllr Powell agreed to organise the purchasing of the light refreshments and the council agreed to support the event with the same budget as last year.

13) To receive an update on the verge situation at the development by YOICKS on Tally Ho Lane.

Bob Skillern sent an update explaining that Harry Roberts from Cotswold District Council had been to visit the site and requested that the disputed areas be returned to grass, this was refused. The owner had subsequently written to Mr Skillern citing his reasons why the gravel should stay. A further update will be sent once a site meeting has taken place.

Parishioners felt that it would be a good idea to endorse Cotswold District Council and Gloucestershire Highways views. It was therefore agreed that Cllr Rimmer would write to Mr Skillern informing him of the Parish Council's full support .

14) Update on verge repairs following Western Power's underground scheme works

The burying of cables is due to take place imminently and the verge repairs by the playschool have been carried out. The new replacement salt bin has been supplied. The council will look into whether the old bin is repairable and useable. If it is it will be kept in storage until the next parish council meeting where it can then be decided where it could be situated.

15) Dog fouling concerns in Parish

Parishioners were concerned about the amount of dog mess around and that dog bags had been dumped in the litter bin in the children's' playground.

The clerk informed the meeting that it would cost £210+VAT to purchase and have installed each new dog bin. There was a lot of discussions around where new dog bins might be best situated. A proposal was made for the bottom of Well Lane where it turns into a footpath. It was decided that between now and the next meeting someone would monitor the usage of the dog bin by the village hall and if it wasn't get a lot of use it might be re-situated down to the entrance of the playground. In the interim a sign would be put on the bin in the playground deterring people to dispose of their dogs bags there.

The clerk to also look into whether an increase in the number of bins the parish has would incur any additional costs for emptying.

16) Welcome Pack for new villagers

A sheet with useful information and contact numbers would be created for new villagers. Cllr Ogden to prepare a draft document for the next meeting.

17) Street Cleansing - leaves around Post Office Corner and Piccadilly

The Clerk informed the meeting that Cotswold District Council had informed her that this had taken place. Cllr Broad stated that he believed The Trust used to clear the Green. The meeting was informed that this land did not belong to The Trust so they had no obligation to do so.

18) Cheery Club Grant

It was resolved that funds permitting the Parish Council would like to provide a grant to the Cheery Club, however it was agreed to defer the final decision until the next parish council meeting.

19) To receive correspondence and agree response

- GAPTC - Emergency Planning Information - contact numbers. *All councillors were provided with the information.*
- Grant Thornton Newsletter on Transparency & Audit procedures - *no response needed.*
- Letter from NALC Chairman - *no response needed.*
- GAPTC - information workshop on 8th June covering The Sustainable Communities Act and the LCAS - *no response needed.*
- Amey Gloucestershire - PROW (Public Rights of Way) Free Volunteer Training Day 29th May. *This information was given to the footpath warden.*
- Blocked access on public footpath. *This has been forwarded onto Naunton Parish Council.*
- Cotswolds AONB Landscape Strategy and Guidelines - survey of use questionnaire
- Invitation to Cotswold Tree Warden Group 2015 Conference on 20th June at 9.45 – 16.45 - £15 pp - *no response needed.*
- Powerfreestyle Kickboxing request for Grant from the Constable's Piece Charity - *this to be held over until the charity meets.*
- Rainbows request for grant from the Constable's Piece Charity - *this to be held over until the charity meets.*
- Historic Town Forum newsletter - *no response needed.*

20) Finances

21.1 To receive the current state of accounts

These were duly signed and approved as an accurate record

GUITING POWER PARISH COUNCIL					
BANK RECONCILIATION AT 30 APRIL 2015					
Period to 30 April 2015					
Lloyds Current Acc: 00896036			£	£	
	Balance per statement		£	10,650.26	
	Outstanding receipts				
	NIL		£	-	
	Less unrepresented chqs				
	565	£	50.00		
	568	£	145.65	£	195.65
	Balance			£	10,454.61
Scottish Widows Acc					
	Balance per statement*		£	2,903.53	
	Outstanding receipts				
	NIL		£	-	
	Less unrepresented chqs				
	NIL		£	-	
	Balance		£	2,903.53	
Total Balance					<u>£13,358.14</u>
Cash book Summary					
	Opening Balance 01.04.15		£	17,986.12	
	Add receipts to date		£	2,625.00	
	Less payments to date		£	10,156.51	
	Cash Book Balance		£	10,454.61	
Balance per Scottish Widows acc			£	2,903.53	
Reconciled Balance					<u>£13,358.14</u>
* No bank statements received since 31.12.15					
Signed by Chairman					
Responsible Finance Officer					
Date					

GPPC EXP vs BUDGET 2015-16			GUITING POWER PARISH COUNCIL						
			Actual	Antic.	Total	Spend vs	Actual	Antic.	Total
			Spend	Spend	Spend	Budget	Income	Income	Income
			to	from	to	to	to	from	to
		Budget	30.04.15	01.05.15.15	31.3.16	31.3.16	30.04.15	01.05.15	31.3.16
		2015/16							
Precept		3250.00					2375.00	875.00	3250.00
Council Tax Support Grant		250.00					250.00	0.00	250.00
Bank interest		0.00					0.00	0.00	0.00
VAT refund							0.00	5488.00	5488.00
Other							0.00	3000.00	3000.00
TOTAL		3500.00							
Staff Costs		1250.00	145.65	1986.00	2131.65	881.65			
Admin expenses		350.00	0.00	268.00	268.00	-82.00			
Insurance		400.00	0.00	316.47	316.47	-83.53			
Audit Costs		250.00	0.00	80.00	80.00	-170.00			
Meeting room hire		200.00	0.00	200.00	200.00	0.00			
Subscriptions		250.00	122.82	130.00	252.82	2.82			
Training		275.00	0.00	170.00	170.00	-105.00			
Maintenance costs		400.00	252.00	148.00	400.00	0.00			
Donations		500.00	0.00	500.00	500.00	0.00			
section 137		20.00	0.00	20.00	20.00	-480.00			
Equipment		0.00	7988.03	19560.00	27548.03	27528.03			
Newsletter		120.00	0.00	120.00	120.00	120.00			
VAT Paid		0.00	1648.01	3800.00	5448.01	5328.01			
Other		0.00	0.00	0.00	0.00				
Reserve		4947.00	0.00	0.00	0.00				
TOTALS		8962.00	10156.51	27298.47	37454.98	32939.98	2625.00	9363.00	11988.00
Reserves as at 1.4.15					£ 17,986.12				
Income during year					£ 11,988.00				
Plus Scottish Widow acc					£ 2,903.53				
Expenditure during year					£ 37,454.98				
Antic. reserves at year end					-£ 7,480.86				

21.2 To approve payments
These were approved.

Payments made between meetings				
Chq no	Payee	Purpose	Auth	Cheque value
564	Touchwood Enterprises	1st instalment for playground equipment	PHAAA 1907 s.76(1)	958.64
565	Gloucestershire Playing Fields Ass	Subscription	LGA 1972 s.143	50.00
566	Community Heartbeat	Maintenance contract for Defibrillator & new battery	PHA 1936 s234	302.4
567	GAPTC	Subscription	LGA 1972 s.143	72.82
568	K Sales	Clerk's Salary Feb & Mar 15	LGA 1972 s.112 (2)	125.10

The following payments to be approved				
Chq no	Payee	Purpose	Auth	Cheque value
569	K Sales	Clerk's Salary - April 15	LGA 1972 s.112 (2)	147.18
570	K Sales	Clerk's Expenses - Feb-Apr 15	LG(FP)A 1963 s.5	62.13
571	K Sales	Clerk's Salary - May & overtime up to April	LGA 1972 s.112 (2)	As at agreed rate & hours
572	PATA	Payroll services - Jan -Mar 15	LGA 1972 s.111	25.50
573	GAPTC	Independent Internal Audit - 2014/15	LGA 1972 s.111	80.00
574	Broker Network Ltd	Insurance	LGA 1972 s.111	316.47
575	Pete Weale	Paint for swings refurbishment	LGA 1892 s.8(1)(i)	28.26
576	Wicksteed Playgrounds Ltd	Refurbishment of swings	PHAAA 1907 s.76(1)	471.32
577	GAPTC	Being a better Councillor course	LGA 1972 s.111	95.00

As agreed in item 11 on the agenda a payment to Guiting Power P.C was approved.

22.2 To note payments received

It was noted that the first payment of the 2015/16 precept had been received of the amount £2625.00.

Grant of £1000 from Gloucestershire Playing Fields Association towards the Play ground had also been received.

21) For information only

NOTE: no decisions can be made on items raised in this section. Discussions can lead to items being included on the Agenda for the next meeting only.

A parishioner pointed out that the kerbing stones by the post office were damaged. The Chair agreed to contact Gloucestershire Highways to see if they could be repaired.

22) Staff performance review

This item was moved to the end of the meeting as it was confidential item and so closed to members of the public.

In summary the clerk had successfully passed her probationary period and her contract would be extended to 3 hours per week from the 1st June. The hours would be looked at again at the annual review in November.

The Chairman concluded the meeting at 9.00pm and thanked everyone for their attendance. The next parish council meeting will be held on Wednesday 12th August 2015 at 7.30pm.

.....
Chairman

.....
Date