

CLERK: Kate Sales, 5 Okus Road, Charlton Kings Cheltenham. G5L3 8DU
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MINUTES: of a Parish Council Meeting held in Guiting Power Village Hall on Wednesday 10th February 2016 at 7.30pm.

PRESENT: Parish Councillors: Dawn Rimmer, Else Ogden, Linda Miles
County Councillor: Nigel Moor

IN ATTENDANCE: Kate Sales, Clerk
9 Parishioners

Members of the public were welcomed to the meeting.

AGENDA

1) To receive apologies for absence.

Apologies received from Cllr Rose and Cllr Powell. Cllr Broad had informed the Clerk he would be arriving late after 8.30pm.

2) To receive Declarations of Interest on items on the Agenda. (Localism Act 2011).

It was noted that Cllr Rimmer declared an interest on the planning item - Meadow View as it was a property adjoining her own.

3) To approve the minutes of the Parish Council meeting held on the 9th December 2015.

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 at this point.

5) To consider and note planning applications and agree responses:

For consideration

No applications at present for consideration.

For noting

Meadow View Castlett Street Guiting Power (15/04645/FUL) - Erection of new wooden garden store/shed adjacent to existing stone outbuilding (property side) and removal of existing shed/store (road side)

Application permitted by Cotswold District Council. It was noted that the applicant had to comply with the items required under the Enforcement Notice.

Enforcement

No enforcements to not at present

6) Presentation by Guiting Manor Trust of their new plans for two new houses to the rear of Greenbank House.

Mr Adam Price from the Trust informed the meeting that the garden for this property was oversized for a rental property and subsequently the Trust were seeking planning

permission to erect 2 properties in the garden. The properties are to be 2 semi-detached, three bed houses as this size that is in the most demand by families in the village.

A parishioner asked why the Trust were wanting to build in a property's garden when they could of had the old Baptist Chapel building converted? Mr Price informed the meeting that the Trust felt they could not convert this building into the suitable accommodation they required.

If Cotswold District Council agreed the planning then the Trust would look to start work on this development towards the end of the year. He confirmed that local contractors and resources would be used on the project.

A parishioner asked what was happening to the old garage site on Tally Ho Lane as it was an eyesore in the village. Mr Price informed the meeting that planning would be going in shortly for one or two bedroom single storey dwellings that would be suitable for the elderly.

The Chair thanked Mr Price for his time and informed the meeting that the Parish Council would consider these plans in more detail once they had received formal notification from Cotswold District Council. An extra ordinary meeting might be called to discuss them if needed.

7) Playground maintenance inspection - update from Cllr Rose

Cllr Rose was not present at the meeting but had informed the Chairman that there had been a routine inspection and there was nothing to note.

8) Additional dog waste bins signage for the Village

Cllr Rimmer informed the meeting that the council's request to fund a new dog litter bin had been successful. The District Council were currently out of stock but a bin would be installed at the top of the footpath from the playing fields near where it meets Tally Ho Lane shortly. The District Councillor Richard Keeling was still investigating the possibility of more signage for the parish.

9) War Memorial - to discuss reported moss growth over stonework.

Cllr Rose was not present to report on costs for repairs. However it was agreed that the Chair would ask her to speak to Bryan Powell over repairing the coping stones. Regarding the moss growth over the memorial itself it was decided that it should be cleaned. John Slatter offered to contact a stone cleaner specialist to come and advise the Parish Council on cleaning the memorial. The Chair thanked him for his help.

10) Update on village Neighbourhood Watch Project

The Neighbourhood Watch Co-ordinator had resigned from his role. The Parish Council felt it was not in their remit to provide this service but were happy to be the point of contact in getting a new project set-up, as the parish had seen some crime over the recent months. The Chair asked the meeting and parishioners to consider volunteering for the project.

Clerk to speak to the Police about establishing a project.

11) Ordnance Survey Mapping - update and email address.

Geoff Cuthbert gave a brief overview and informed the meeting that the Parish Council had now joined the mapping service as it was eligible under the Public Mapping Agreement for free or heavily discounted access to the data. Maps had been updated

and this information would flow to the Emergency Services to prevent them from not being able to locate emergencies.

The Parish Council thanked Mr Cuthbert for his work and agreed that the clerk would still receive notifications and pass them on to Mr Cuthbert.

12) Fete

- To agree that the Social Group will organise the fete under the auspices of the PC in aid of local causes. This was agreed and the plans would be fed back to the Parish Council.
- To ensure all PC insurance requirements will be fulfilled by the Social Group. This was agreed and a copy of the Parish Council's insurance criteria was given to Cllr Miles so the Group could ensure everything was correct and all risk assessments completed.

13) Queen's 90th Birthday - National Street Party

- To discuss & agree way forward with finance & arrangements for Guiting Power street Party 12th June. It was agreed that the Street Party would be held in the Village Hall car-park or, if wet, the Village Hall. It was agreed that this would be an item on the agenda for the next meeting where funding and insurance would be discussed.

14) Newsletter

- To agree next publication date. It was agreed that the next publication date would be May 2016.
- To confirm subjects to be included. Cllr Rimmer asked for contributions for the newsletter to be submitted to her by the end of April.

15) Highways update

The clerk received the following report from Bob Skillern at Gloucestershire Highways

- Kerbing and drainage work on the approach to Barton Bridge had been completed.
- The gullies had been emptied, but the Parish Council should contact Bob if there were any problems.
- Road marking – Highways continue to chase the contractors regarding the work around the village that is still uncompleted.
- Highways will be writing to the owner of Moor Cottage to request removal of the large boulders that have recently been placed on the Highway verge adjacent to the property. The owner is aware that the boulders are considered a hazard and has been verbally requested to remove them, but has vociferously refused. Legal action is probably Highways only option.
- Surface Dressing of the B4068. From the A436 junction to Naunton Downs will be undertaken this Summer.
- **Items to report.** It was noted that Yoicks on Tally Ho Lane had still not undertaken any of the works requested by Highways. Clerk to inform Bob Skillern.

16) To receive correspondence and agree response

- **Cotswold District Council** - Community Emergency Plan for completion. Clerk to complete form and return to the Cotswold District Council.
- **Community Heartbeat Trust** - G3 Electrode RECALL for Defibrillators. After checking it was confirmed that this recall was not relevant to Guiting Power's Defibrillator electrodes.

17) Governance & Policy

- **External Audit for Smaller Authorities - the future from 2017.** The Clerk reported to the Council the changes happening to the external Audit from 2017. The key points highlighted were that:
 1. from 2017 the Parish Council will still be required to publish an Annual Return, but will not be required to submit it for audit.
 2. it will still be mandatory to have an auditor appointed if an occasion arises for an audit to be undertaken.
 3. a sector-led body will be created to procure auditors and manage audit contracts to ease the administrative burden, and reduce costs for smaller councils.
 4. membership of the sector led body will be automatic and parish councils need to decide whether to 'opt-out' of this arrangement and try to procure an auditor themselves. The deadline to opt-out is 31.03.16.

After discussion the Parish Council resolved to stay opted in to the sector led body. No further action was needed at present.

18) Finances

18.1 To receive the current state of accounts

These and the bank reconciliation were duly signed and approved as an accurate record.

GPPC EXP vs BUDGET 2015-16			GUITING POWER PARISH COUNCIL						
	Budget	Actual	Antic.	Total	Budget vs	Actual	Antic.	Total	
	2015/16	Spend	Spend	Spend	Spend	Income	Income	Income	
		to	from	to	to	to	from	to	
		31.01.16	01.02.16	31.3.16	31.01.16	31.01.16	01.02.16	31.3.16	
Precept	3250.00					3250.00	0.00	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						5292.61	250.00	5542.61	
Other						17276.19	0.00	17276.19	
TOTAL	3500.00								
Staff Costs	1250.00	1560.48	390.00	1950.48	-700.48				
Admin expenses	350.00	244.81	100.00	344.81	5.19				
Insurance	400.00	429.16	0.00	429.16	-29.16				
Audit Costs	250.00	200.00	80.00	280.00	-30.00				
Meeting room hire	200.00	105.00	75.00	180.00	20.00				
Subscriptions	250.00	155.57	60.00	215.57	34.43				
Training	275.00	95.00	75.00	170.00	105.00				
Maintenance costs	400.00	790.94	50.00	840.94	-440.94				
Donations	500.00	555.00	0.00	555.00	-55.00				
section 137	20.00	0.00	20.00	20.00	0.00				
Equipment	0.00	27022.53	0.00	27022.53	-27022.53				
Newsletter	120.00	75.15	40.00	115.15	4.85				
VAT Paid	0.00	5660.70	0.00	5660.70	-5660.70				
Other	0.00	709.46	0.00	709.46					
Reserve	4947.00	0.00	0.00	0.00					
TOTALS	8962.00	37603.80	890.00	38493.80	-33769.34	26068.80	250.00	26318.80	
Reserves as at 1.4.15				£ 17,986.12					
Income during year				£ 26,318.80					
Plus Scottish Widow acc				£ 2,903.53					
Expenditure during year				£ 38,493.80					
Playground funds held in reserve				£ 1,212.91					
Antic. reserves at year end				£ 7,501.74					

18.2 To approve payments and note receipts

The following payments were approved.

Payments made between meetings - none made				
The following payments to be approved				
Chq no	Payee	Purpose	Auth	Cheque value
615	K Sales	Expenses - Dec 2015 - Jan 2016	LG(FP)A 1963 s.5	36.16
616	K Sales	Clerk's salary - January 2016	LGA 1972 s.112 (2)	128.70
617	K Sales	Clerk's salary - February 2016*	LGA 1972 s.112 (2)	128.70
618	Information Commissioner	Renewal of Data Protection subscription	LGA 1972 s.143	35.00

* post-dated chq 28.02.16 for clerk's February salary

18.3 To note payments received

- Social Group chq (609) for £250 was returned with thanks. Due to the success of the party and the money raised the event was self funded.

19) 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.

County Councillor Nigel Moor took the floor to explain that the County Council would, after five years of frozen rates be increasing their part of the Council Tax. He informed the meeting that the County Council were looking at around a 1.99% increase plus the 2% ring-fenced social care addition that the Government had allowed. By doing this the County Council could ensure that adult social care services remained at the current level.

Fifty six percent of the County Council's budget goes on Adult Social Care and Children's' Services. The remaining part had to cover all the other services provided by the County Council. However Cllr Moor was pleased to report that the Leader of the Cabinet had made it clear that because the Cotswolds was such a rural area, a maintained road system was essential. Therefore the Highways budget would continue and the programme of road maintenance would roll forward as planned.

The foot path warden informed the Cllr Moor that the handrails on the bridge at the Warden's Way footpath had rotted and were unsafe. This had been logged with Amey and Mike Barton the County Council footpath officer had been informed. No work had yet been undertaken. Cllr Moor promised to investigate.

A member of the public asked what was happening with The Constable Piece Trust. The Chair informed them that a meeting of the trustees for the Trust was being held later that evening and residents were welcome to attend.



The Chairman concluded the meeting at 8.30pm and thanked everyone for their attendance. The next full Parish Council meeting will be held on the 13th April 2016 before the Annual General Assembly in the Village Hall.

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Chairman

.....
Date

CLERK: Kate Sales, 5 Okus Road, Charlton Kings Cheltenham. GL53 8DU
Tel: 01242 583303 E-mail: katiemsales1@gmail.com

To Members of the Council

MINUTES: of a Parish Council Meeting held in Guiting Power Village Hall on Wednesday 13th 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 10th 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	
TOTAL		3500.00				
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			
TOTALS		8962.00	37353.80	-32629.34	26068.80	
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			£ 8,391.74			

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

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 13th 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 18th May 2016 at 7.30pm in the Village Hall.

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Chairman

.....
Date

GUITING POWER PARISH

Minutes of the Annual Parish Assembly of Guiting Power held on Wednesday 13th April 2016 at 7.30pm, in Guiting Power Village Hall.

Chairman: Dawn Rimmer

27 Parishioners present

- 1. Call to order.** The Chair called the meeting to order at 7.30pm.
- 2. Apologies.** Apologies were received from County Councillor Nigel Moor and Maureen Griffiths, the local Village Agent.
- 3. Minutes of the last meeting held on Wednesday 27th May 2015 at 7.30pm in Guiting Power Village Hall.** These were confirmed as a true record and signed and approved.
- 4. Brief reports:**

Council Reports

- **County Councillor - Nigel Moor (Read by Dawn Rimmer)**

At the Council meeting on the 17th February 2016 Gloucestershire County Council agreed their budget for 2016/17. Just before the budget was finalized the government announced an additional £2.4m for Gloucestershire, and this has allowed an extra £2.075m to be spent on roads including increasing Highways Local to £30k per member and £7,500 per member for additional road maintenance in their areas. In addition, £100k is set aside to pay for designated Traffic Regulation Orders such as that which is to be introduced through Little Rissington and Blockley and where communities wish to introduce traffic calming.

Part of the funding will be used to roll out the lengthsman programme across the county. Lengthsmen are highways maintenance teams dedicated to a particular area of the road network, who work to repair minor defects before they can deteriorate. The schedule has been the subject of a successful year long trial in the Forest of Dean and will now be continued and extended county -wide. This is to be introduced in May this year and each county will have three weeks of a team.

All these measures will help members such as myself respond to requests by parish councils such as yours to deal with local highway issues.

The amendment came as part of a budget for Gloucestershire which saw an additional £2.7m to look after vulnerable older people, an extra £156,000 for children and young people and will now see the roads budget protected too.

Council Leader Mark Hawthorne has appointed me to replace Cllr Will Windsor-Clive - who steps down to focus on his campaign to be Police and Crime Commissioner - as Cabinet Portfolio holder for Fire, Planning and Infrastructure. In the press release published I said "I am really proud to be asked to serve as a Cabinet member. I have extensive experience of the planning side of the portfolio and I'm looking forward to getting to grips with the issues in Fire and Infrastructure."

You will have read of the campaign to form a new unitary council combining West Oxfordshire District Council and Cotswold District Council. The Cotswold District Council has for many years been a successful part of the two-tier system of local government in Gloucestershire and the integration of health and social care services, children's safeguarding, investing in our roads and promoting economic growth. I believe the possible loss of Cotswold District would be a step in the opposite direction. The announcement by Cotswold District which was completely unexpected by Gloucestershire as Cotswold had been included in the devolution deal to central government has already frustrated the big additional £1m investment in broadband for the Cotswolds. This does not affect the current gigaclear contract and I believe will be resolved by the summer.

- **Cotswold District Council – Cllr Richard Keeling**

Cllr Keeling informed the meeting that Cotswold District Council would be freezing its part of the council tax for the following year. Even with the freeze the District Council still had set aside £500,000 for the faster broadband project.

The District Council and West Oxfordshire have worked closely together over the past seven years and share a number of costs including senior officers, communications teams and back office costs. They also formed the successful waste disposal company Ubico together. With these close working relationships and a similar rural Cotswold make-up, research into a unitary authority seemed a sensible option to explore.

The research is in its early stages and once this is completed a full consultation would be undertaken with the public. Presently this is likely to be later this year towards the Summer/Autumn.

A parishioner asked how much was the cost of establishing a new unitary authority? There were no exact figures at present but Cllr Keeling said that the research that was being undertaken would show whether this was a viable option financially or not.

Another parishioner asked how much all this research was costing? Cllr Keeling said he was not aware of the exact figure.

A further question was raised regarding the snow plough budget. As there had been no severe weather the budget had been untouched, therefore the question was asked as to whether this spare money could be spent on verge and hedge cutting? Cllr Keeling did not know but said he would enquire.

Local Group Updates

- **Mo Griffiths – Village Agent (Read by Dawn Rimmer)**

Now in its tenth year, the Village and Community Agent scheme managed by Gloucestershire Rural Community Council (GRCC) and funded by the CCG and Gloucestershire County Council continues, through its village agents in their local communities, to provide a signposting service for the over-50s to information, support and opportunities.

I have been Village Agent for Guiting Power and twenty other villages in the area, from Aldsworth to the Barringtons on the Oxfordshire border since 2009 and continue to enjoy meeting other older people in their home or at social groups and coffee mornings and if I can, help them to access what they need as they get older - be it help or aids for wellbeing in the home, a benefits check to increase income where possible, a visit from the fire officer to check or install smoke alarms, information about local lunch clubs or social groups, or transport and befriending.

Social isolation is one of the worse things to affect an older person, who may have lived in a village or retired there many years before, and now finds that following bereavement of spouse and friends, that they have become a stranger in their own community. Village Agents can help them overcome the isolation through directing them to friendship groups or bringing services to them to enable them to maintain continued and positive independent living. We are sometimes able to identify needs that that the person is not aware of and gently guide them towards solutions. We have the great privilege of being able to take time to get to know our clients and this helps in achieving successful outcomes.

In the last few years, our role has evolved and we now help with more complex needs and the time benefit really matters. As we only work 10-15 hours a week it sometimes means that we are not able to spend as much informal time out in the community so it really helps if villagers and local businesses remember the Village Agent is available if they notice an older person might be struggling. We cannot cold call and rely on referrals from the person or their friends and neighbours to get in touch. We are trained as Community Dementia Support workers and some of us, myself included, are trained as Specialist Agents working with people with a cancer diagnosis or living with cancer and that service is available from the age of 18. In that role we are able to fast track applications for benefits and other help through our dedicated and confidential gateway system to the many professional agencies with which we work in partnership.

Everything we discuss with our clients is completely confidential and only shared with their consent with the relevant agencies through the secure gateway system in compliance with the Data Protection Act.

There is no charge to the service user for our assistance. Whilst I can't share personal information with you about work in progress or completed, I'm pleased to report that in the last year I have had very little work to do in Guiting Power due to its supportive community and vibrant hubs in the shop, bakery and pubs. However, I have been helping people in nearby villages to get Attendance Allowance, befriending services, advice about hospital transport and home from hospital support.

I do see people from Guiting at the monthly lunch club I run in Lower Swell Village hall though. It's usually on the third Friday each month and all are welcome. More information is put on the Swell Village Hall facebook page, and soon on the village website.

Thank you all for your time.

- **Police**
No report presented.
- **Cheery Club - Anne Miles (Read by Dawn Rimmer)**
Guiting Cheery Club would like to thank the parish council for their generous donation towards our Christmas party.

The Cheery Club is still going strong as the oldest Club in the village must be some sort of achievement. We have got 27 members this year hope we have got an interesting and varied program for 2016.

- **Upper Windrush Local History Society - Mike Edwards**

The History Society is now 7 years old, who would have thought that the Society would have grown into the thriving organisation that it is today, monthly meetings averaging between 45 and 65 every month whatever the weather! There are not many similar History Societies that maintain this level of support, over the 12-month cycle.

The continued support of our Membership is greatly appreciated, and our hard working Officers and Committee Members ensure that high standards of Speakers and activities, will continue.

2015 saw a wide range of Speakers, with the standard being set at a very high level with Tim Porter delivering an excellent talk on the "Magna Carta" followed by monthly talks on Fred Archer Champion Jockey, St Kenelm, Steaming Through Gloucestershire, Vikings, History of Pub Signs, The Levellers, Putting Windrush on the map, Drovers Roads, Cotswold River Valleys and Members Talks plus a newsreel film show.

One of the summer highlights was the guided walk and talk around Farmcote! A lovely summers night, breathtaking views over the Severn Valley and fascinating insight into the history of what is now a small hamlet, with it's very special Church and Manor House, there was history peeping out of every lump and bump in the surrounding lands! A special thanks to the Eayers Family, Peter Loveday, Tim Hands and Peter Udale for entertaining us all in the Manor House at the end of a lovely evening.

As a continuation of our WW1 commemoration, local Members at Guiting Power, remember the Village men that were killed in action, on the centenary of their death, with a small exhibition of the person ie photographs, family connections, house, school etc. in St Michael & All Angels Church, before services and for 1 week with the exhibition, this will continue until 2018.

We have an excellent line up of Speakers for 2016, January saw us kicking off the year again, with a talk by Tim Porter on Simon de Montfort and The Battle of Evesham Thanks also to Graham Powell who continues to be our representative on the GLHA. Thank you all for the continued support of our Committee Members!!!

The History Society has put together a formidable amount of local history information, a list of archive contents, is available by application to Peter Weale. I gather that we have in excess of 1100 items in the Archive at present.

The GMAT have allowed the History Society to display our collection of Local History Books in The Cochrane, Library in Guiting Power. Thanks

must be given to David Hicks who has presented the Society with 75 historical and topical books to the Societies library collection. Members can gain access to the Library for Reading and Research purposes by booking time at the GMAT Office. There are many books of interest in the Library, other than the Societies Collection.

2015 was our most successful year to date, let's hope that we can build upon it's great success and continue to provide a high standard of subjects and local visits, please tell your friends about the Society.

- **Guiting Amenity Trust – Mary Greenhill**

The renovation and extension of Civic Trust House is now complete and we are awaiting the arrival of new tenants. Contractors have also now started work at the Old Manor which is being refurbished with new bathroom suites and a new fitted kitchen, tenants will be moving in later this summer once the contractors have finished. We have also recently refurbished a number of other properties with new kitchens and bathrooms where required. The Flats in Latimer Court are currently having central heating installed which will be a welcome improvement for the tenants. The contractors have also started work on the replacement garages and stores in Well Lane with completion expected at the end of April.

Western Power will be starting on Phase three of the removal of overhead power lines in the village during the next couple of months and we should see more poles removed as the work progresses.

The Library at the Trust is open for people to visit/use. It is kept locked as some of the books are quite valuable, however an appointment can be made with the office to use it any time.

- **Guiting Village Hall - Neil Rimmer**

After many years of service, largely working on his own, Mike Edwards stood down as chairman of the Village Hall in May last year. As has been reported previously his sterling work in the most difficult of circumstances and largely alone managed to keep the Village hall afloat, Mike we thank you.

Neil Rimmer took over as Chairman in May 2015 and brought with him an entire new team (still with Mike though!) now known as Team Village Hall (TVH). TVH is a 12 strong group of villagers who bring multiple skills enthusiasm and energy to the task of maintaining and filling this Hall.

The building is not without its challenges, there were serious flooring issues during the year and the TVH team did the repairs themselves saving many hundreds of pounds. We have other equipment failures

but these are just the challenges of working with the building that as had the very minimum of maintenance over the last 50 years.

It should be remembered that there is no government subsidy or any other help for the running of this hall. In order to put the facility onto a better financial footing a whole range of changes have been made.

The hall had made a loss for four of the previous five years, I am pleased to report that after a full review of finances and a thorough re-budget that this year the hall is back on a sustainable footing.

We have also re-instated the charitable status of the building and all the annual returns are up to date.

We have renegotiated rental terms, instituted proper contracts between each and every user and even acquired our own alcohol license.

For all this there is still much to do, and the hall still relies heavily upon the various donations it receives in addition to its regular income, a new three-year deal with the Guiting Music Festival has also been instrumental in the turnaround.

I have recently been in touch with Gigaclear, who will be providing us with fantastic internet services later this year and agreed that they can put the electronics cabinet on Village Hall land, it will be located around the back of the old cricket shed completely out of site. In return they are giving both the village hall and the pre-school free installation and 2 free years of 50Mb internet services. This should encourage many new users to use the hall, particularly for parties and weddings which a question often asked is "is there wifi?"

I would like to take the chance to thank all of our users for their patronage over the year, with the continued effort and the absolutely awesome support of TVH we will continue the improvements and secure the long term future of this most valuable village facility.

- **Playgroup – Becky Roseblade**

A year of change here at the school after 3 years at the helm Monica Farthing has stepped down Chair, a great big thank you to her. I am delighted to announce that Neil Rimmer has taken over the reins as Chair.

I am pleased to report that the school is a maximum capacity this year, and the projected outlook for next year is most promising.

There have been a number of improvements done to the fabric of the school over the last year by the Trust, the most significant being the

addition of double-glazing throughout, which both conserves energy and makes the children cosier.

We have also been busy investing on the training front and I am happy to report that I am almost through with my level 5 in Management and leadership in the early years, and that Jenny Inness is almost there with her level 3 in child care and education. Our first aid and child protection training are also all current.

Our longest serving employee, Michele Boote, has been with the playgroup now for over 20 years and I would like to take this opportunity to thank her for her service.

The den project: Last year in the gales our outdoor shelter for our children blew away in the autumn gales and was found destroyed in a nearby garden. This leaves us with a real problem, as we must provide shelter from the sun in summer and there is none. An application for planning was submitted last year for a 6m x 8m oak framed shelter to be erected in the playground and the application was successful. Fund raising is underway, but we are still a fair distance from our target of £25,000, we are starting fund raising in earnest right now! In the meantime if anyone knows of any old gazebos or similar that could be donated to keep us going just let either Neil or I know.

- **St Michael & All Angels Church – Rev Katrina Scott**

January 2015 saw the arrival of our new Rector, Rev Canon Katrina Scott, into this Benefice. She was welcomed at a service in Naunton on the 25th January and then within the next fortnight was able to lead worship at each of the churches in the area. Katrina and her family, Nick, Ruth and Freddie have very much enjoyed getting to know the villages, communities and churches and greatly appreciate the warmth of the welcome they have each received.

During this year, the church community here has continued to strive towards the things we are called to do - worship God, serve our neighbours in the community, develop our building for future generations and pray for those in need. In particular this year, we would like to highlight:

- The variety of our worship. St Michaels, enjoys a great diversity in the type of worship that we hold, week by week, from our monthly, interactive family service to our more traditional communions. We also celebrate some of the extra occasions in the church year, with special services - for example the dawn communion service in the churchyard on Easter Sunday, the regular services with the Guiting Power playgroup, the St

George's day service and our Michaelmas celebration in September.

- Weekly prayers for our parish. On Tuesday mornings, there is now a short prayer service in the church - 15-20 minutes, praying for the specific needs of local residents and communities.
- 'Messy Club'. We are adding to our connections at Temple Guiting Church of England Primary School, by offering a weekly after school club for children to enjoy. We do lots of messy craft activities, linking in with Bible stories.
- Repairing the roof. In early 2015, some major work was completed on the church roof, repairing damage to the wood.
- Funerals, weddings and baptisms. These are a key part of our church family life and this year we have been honoured to be involved in these occasions.

As we look forward, we are keen to develop these links and relationships and especially to serve our parish community. We are planning some social events and special services as well as exploring installing a 'village toilet' within the churchyard.

The toilet block planning application is due to be submitted shortly. Due to the running costs of a traditional toilet being too high a non-water, degradable toilet system is being submitted. Various environmental grants are being looked at. The toilet will be open during the day, every day and is available to everyone including walkers on the public footpaths.

- **Neighbourhood Watch Programme – Cllr Dawn Rimmer**

Neighbourhood Watch is not in the Parish Council's remit but, following the resignation of Mike Scott as co-ordinator, we felt we could start the ball rolling as a point of contact. Our thanks go to Mike Scott for his hard work whilst in the post.

There were a couple of burglaries in the village recently which has sparked people's interest in kick-starting the Neighbourhood Watch but we need someone to step up to the plate & act as co-ordinator of the project. There is plenty of assistance available from the Police & online in how to do this so, if you feel able to or know anyone who might be interested, please let us know.

There is a sign-up sheet available here tonight to add you contact details.

- **Constable's Piece Trust – Cllr Dawn Rimmer**

The Constable's Piece Trust is a fund established many years ago to distribute its income for any charitable purpose for the inhabitants of the area of the ancient Parish of Guiting Power.

The Parish Council, as the Trustee of the Trust, welcomes any application for funding from eligible individuals or organisations.

The eligibility criteria & application form are available on the [guitingevents website](#) under the Parish Council page. There are copies available here today.

- **Guiting Power Social Group - Neil Rimmer**

The Social Group has moved from strength to strength and grows in both village support and members.

In no particular order a brief report on the last 12 months

- We kicked off the past year with the completion of the fantastic children's play area, completed after £25,000 of fund raising over the previous 3 years with amazing help from the trust, the farm and this awesome social group. It was truly a community effort leading to the delivery of this most beautiful and now well used area.
- The fete last June was the official opening where over 800 visitors watched County Councillor Nigel Moore cut the ribbon and then raffle winner, young Isaac, had the first go on the zip wire.
- The fete was another great success, despite the minor monsoon that occurred later in the day. More of this year's fete later.

Highlights of the rest of the year's activities are....

- Bonfire night, this was rebooted this year, the farm helped a great deal by allowing us to use part of the field for the fire, and Roland Greenhill secured an excellent deal on the amazing fireworks. Over 200 attended despite dodgy weather, this is almost certainly on the calendar again this year.
- We then ran a very well attended bingo night, hosted in the pink by Wayne and Paddy a great bar and over 60 competitors, so successful in fact that another bingo night was held earlier this year.
- The run up to Christmas showed the social group at its thespian best, with a large cast, including brand new actors stepping up to the embarrassment. The pre-Christmas Children's Panto of "Snow White, several dwarfs and a dalek" was a great success, so much so that the hall was at capacity for the party with children and parents enjoying the dodgy acting, games, food and of course Santa.

- The cast spent Christmas practicing the lines for the full Panto, which had unbelievably sold out within a week of tickets being released, we actually sold over 45 tickets to the dress rehearsal. The Panto was the usual mix of madness, miscued lines and slapstick. It is an enormous amount of work to put this on, rehearsals twice a week from September, props to be made (thanks uncle Pete (Weale) - best rat ever this year!) and the countries best village hall bar to be organised (thanks Lisa), there are just too many more to thank individually, but this village thanks you all.

The summary is that over 300 people came to see it, reviews were universally generous and a few of us were just a little too comfortable in our frocks.

So what of this year, we have a live music event organised on the 6th May with the absolutely amazing singer Abbey Inez, the Queens 90th birthday is being celebrated around the country in a national street party on June 12th, Guiting Power will be no exception, look out for details.

The major summer event is the Fete, this year on June 18th. This is the 5th fete in its recent social group organised incarnation and promises to be the most spectacular. As many of you know we have secured a fly past of the Battle of Britain Memorial Flight who will be providing the highlight of the afternoon with a Spitfire, Hurricane and Lancaster flying by. Of course there will also be a fine range of traditional games, stalls, an awesome bar and pig roast amongst many other attractions.

For information on these events and many more the Social Group organise check out the website www.guitingevents.co.uk or the ever popular Guiting Power Village Hall Facebook site.

I would like to take this chance to thank the absolutely amazing and delightful group of friends that make up the Guiting Power Social Group and of course to the village for supporting these events.

5. Annual Report from the Chairman of the Parish Council – Cllr Dawn Rimmer

We have again had a busy year in the Parish.

We recently produced our budget for the financial year 2016/17. After discussion, we decided that this Parish has no need to raise the precept as the funds currently received cover all our budgeted requirements. Consequently, it was agreed to leave the precept at 2015/16 rates.

We continue to work closely with the Highways department to ensure roads & footpaths are maintained to the highest level. Please feel free to report any items you would like investigated to one of the councillors.

Concerns have been raised about dog fouling on the playing fields & around the village. We have obtained funding from the District Council for an additional dog waste bin which has been installed on Tally Ho Lane together with updated signage which is in the pipeline. I would ask all villagers to be vigilant when out & about by cleaning up after their own dogs & also requesting that others do also.

Cllr Ogden has produced a comprehensive WELCOME PACK for newcomers to the village which is now available online at www.guitingevents.co.uk. Please contact Else with any updates required.

We obtained an additional salt-bin this year which has been positioned near Castlett Farm. Also, we have been part of a tree planting initiative where the parish has been given 500 young trees to plant throughout the parish landscape. Thanks to Guiting Manor Farms for their assistance on both of these projects.

At last year's assembly, we were in the process of campaigning to be included in the roll out of superfast broadband. As many of you know, the campaign was a great success & has resulted in Guiting Power & Temple Guiting Parishes being included in the roll out programme this year. In July, installation of ULTRAFast broadband will commence by GIGACLEAR. There are some brochures available for those of you who are not yet fully aware of the project. My thanks go to all those of you who supported the campaign & can now look forward to internet speeds of up to 1gb by the end of the year! It is a great example of what can be achieved when we all work together.

Thanks must go to our Footpath Warden, Mr Geoff Cuthbert, for his continued advice and guidance to help maintain access to our beautiful Cotswold environment. We hope that he might be prepared to continue to carry out this role in the coming year. He has also been working hard with the emergency services to ensure that, when needed, they can quickly find property in the village following some inaccuracies in the mapping being used. Geoff has updated the necessary documentation & registered it with the necessary authorities.

Congratulations to the social group on all their hard work in providing entertainment in the village! The pantomime, as previously mentioned, was an outstanding success again. The social group & parish council worked closely together on the bonfire party which was well supported despite the weather! Over £320 was raised in donations to RABI. This year's event will be held on Friday 4th Nov to avoid clashing with Naunton's event. Another event that the two committees will be working together on is the Street Party for the Queens

90th birthday. To be held on Sunday 12th June for Guiting Power Parishioners, watch the website - www.guitingevents.co.uk, newsletter & notice board for further details.

I would like to thank our Clerk for all the help and guidance she has given us as we continue to adapt to new legal requirements.

Finally, thank you to my fellow councillors for their support and hard work currently have one space available on the Council so, if anyone would like to be involved with their local community, please contact us.

6. Open Forum

No questions were raised.

The Chairman thanked everyone for their attendance and closed the meeting at 8.40pm. The Annual Parish Council meeting will be held on Wednesday the 18th May 2016 at 7.30pm in the Village Hall.

CLERK: Kate Sales, 5 Okus Road, Charlton Kings Cheltenham. GL53 8DU
Tel: 01242 583303 E-mail: katiemsales1@gmail.com

MINUTES: of the Annual Parish Council Meeting held in Guiting Power Village Hall on Wednesday 18th May 2016 at 7.30pm.

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

IN ATTENDANCE: Kate Sales, Clerk

9 Parishioners were present

Members of the public were welcomed to the meeting and were invited to address the council at item 17 on the agenda following the statutory annual meeting business that the Parish Council needs to conduct first.

- 1) **To elect the Chairman of the council for the year 2016/17 and to receive the new Chairman's Declaration of Acceptance of Office.** Dawn Rimmer was proposed by Cllr Rose and seconded by Cllr Powell. The rest of the council unanimously supported the proposal. Cllr Rimmer agreed to the position and duly signed her Declaration of Acceptance of Office
- 2) **To elect the Vice Chairman for the council year and to receive the Vice Chairman's Declaration of Acceptance of Office.** Cllr Powell was proposed by Cllr Rimmer and seconded by Cllr Ogden. Cllr Powell agreed to the position and duly signed his Declaration of Acceptance of Office.
- 3) **To receive and consider apologies for absence.** Apologies were received and accepted from Cllr Broad and County Councillor Nigel Moor.
- 4) **To receive Declarations of Interest on items on the Agenda. (Localism Act 2011).** No declarations were received.
- 5) **To remind members to update their Declarations of Interest if their circumstances have changed.** Councillors were reminded of the need to update their declarations if necessary and this was noted.
- 6) **To approve the minutes of a Parish Council Meeting held on the 13th April 2016 at 6.30pm in Guiting Power Village Hall.** These were approved and duly signed as a true record.
- 7) **To approve the Annual Governance Statement (Section 1 of the Annual Return) for 2015-16.** After the Annual Governance Statement was read through it was approved by the Parish Council and duly signed by the clerk and the Chairman.

- 8) To approve Section 2 of the Annual Return for 2015/16 for submission to Grant Thornton’s for Audit, and to note the internal auditors report and recommendations.** The internal auditors report was considered in conjunction with the whole of the Annual Return. Section 2 of the Annual Return was considered by the whole council. The Council then resolved to approve section 2 and the end of year accounts. These were duly signed by the clerk and the Chairman. The council then approved the annual return for submission to Grant Thornton. (A set of Accounts is to be attached to these minutes.)
Clerk to submit return to Grant Thornton and to publish items on the website for public inspection.
- 9) To review and adopt the Parish Council’s Code of Conduct.** These were reviewed and no changes were deemed necessary. It was therefore resolved to adopt them.
- 10) To review and adopt the Standing Orders for Guiting Power Parish Council.** These were reviewed and no changes were deemed necessary. It was therefore resolved to adopt them.
- 11) To review and adopt the Financial Regulations for Guiting Power Parish Council.** These were reviewed and no changes were deemed necessary. It was therefore resolved to adopt them.
- 12) To review the Council asset register.** This was reviewed and no changes were deemed necessary. It was therefore resolved to adopt the register.
- 13) To review the Parish Council’s risk assessment.** This was reviewed and no changes were deemed necessary. It was therefore resolved to adopt the risk assessment.
- 14) To review the Council insurance policy cover is adequate. To approve insurance provider for forthcoming year.** Council reviewed the policy and it was agreed that the Parish Council’s requirements had not changed. Therefore, it was resolved to accept Came & Company’s quote as the policy/schedule remained the same and met all the requirements.
Clerk to renew the policy.
- 15) To consider if any other Parish Council policies need reviewing.** The clerk informed the meeting that following the internal auditor’s recommendations the internal control policy needed re-looking at. The clerk would bring a revised policy back to the parish council for discussion at a later date.
Clerk to revise policy and bring back for discussion.
- 16) To fix the dates and times of ordinary meetings of the Council and Committees for the ensuing year.** The following dates were agreed.
Weds July 13th 2016
Weds 14 September 2016
Weds 9th November – Budget meeting 2016
Weds 18th Jan 2017
Weds 15 March 2017 - Annual General Assembly
Weds 10th May 2017 – Annual meeting of the Parish Council

17) To receive comments and concerns from the public. No items were raised at this point.

18) Co-option of new councillor on the Parish Council. No co-option of new councillors took place as no candidates were present.

19) Update on traffic mirror installation opposite Post Office Corner

The following response and advice was received from the CDC planning officer.

'It appears that the building is listed and that the installation of a traffic mirror would not require the benefit of planning permission, it may however require listed building consent if the mirror would be attached to a wall that is curtilage listed i.e. the wall was constructed pre 1947. It is also worth noting that whilst a traffic mirror may help those joining a road from a junction with limited visibility, a traffic mirror placed in the highway is legally classed as an obstruction on the highway. Such mirrors cannot be put up without permission from the Department for Transport. This requires extensive site investigation application information.

In these cases, permission is very rarely given. It is reserved only for the very poorest of busy junctions with a significant collision history and generally only on a temporary basis until junction improvements are made.

There are two further concerns that the department for transport may have:

- The sun or lights from a vehicle may shine onto the mirror and reflect into the eyes of an approaching motorist, causing considerable confusion and possibly an accident or that a driver may rely on the mirror, even though it might become obscured, no longer be visible or may not even face in the right direction any more.*
- The Department for Transport stance always prefers to improve visibility at junctions, rather than rely on a traffic mirror. If a mirror is installed without Department for Transport permission and a collision occurs, the installer would be liable to prosecution.'*

The information provided informed the Parish Council that the corner did not fulfil enough requirements to pass inspection. It was therefore decided that the council could no longer pursue this item and it was agreed no further action would be taken.

20) Playground Update – routine maintenance inspection update from Cllr Rose and to discuss annual inspection from Touchwood Enterprises. Cllr Rose informed the meeting that she had undertaken a general inspection and there were no issues. An annual inspection would be undertaken by Touchwood Enterprises on Wednesday 1st June 2016.

21) Fete - To ensure all PC insurance requirements will be fulfilled by the Social Group. The Parish Council needed a full risk assessment to be carried out prior to the event for it to be covered by the council's insurance. Cllr Miles would undertake this. A copy of the risk assessment to be given to the clerk for the council's records.
Cllr Miles and the Social Group to undertake the risk assessment and to ensure the event would be compliant with the council's insurance requirements. Copy of the assessment to be sent to the clerk.

22) Queen's 90th Birthday - National Street Party - To discuss & agree way forward with finance & arrangements for Guiting Power Street Party 12th June.

The Clerk informed the meeting that Came & Company (the insurance provider) would automatically be covering these sort of events under their policy as long as all permits were in place, if applicable and adequate marshalling and first aid providers were present.

23) Highways Update

- Yoicks, Tally Ho Lane had been re-turfed as agreed with Gloucestershire Highways and they had confirmed they were now satisfied all had been done to reinstate the verge area. The Parish Council felt that more could have been reinstated.
- A scheme of work for the repairs in Castlett Street would be drawn up.
- Consultations had been ongoing with Gigaclear regarding the cabinet location in the village. This had now been carried out and cabinet would be situated on Village Hall land so it was not in an obtrusive place in the village.
- The B4068 was due to be surface dressed in August
- Although not in the Parish, but may affect local journeys the B4068 near Brockhill Quarry would be closed for 2 weeks at the end of May to undertake drainage works. At the time of the meeting it was noted that these works were already underway.

24) To consider and note planning applications and agree responses:

- For consideration

5 Tally Ho Lane Guiting Power (16/01400/FUL) Single storey rear sun room.

The applicant informed the meeting that the extension wall would be made from Cotswold Stone and the wooden door frames and windows would be painted in the Cotswold green or slate to make it sympathetic to its surroundings. No uPVC frames would be used.

A resident in a neighbouring property raised objections as they would suffer from a loss of light due to the height of the extension, and building up to the boundary wall if this application went ahead. The Chair informed the meeting that she had spoken to the planning officer at CDC and had been informed that if the proposed development had been 50cm shorter planning would not have been necessary. The applicant would be entitled to build up to the boundary or erect a 2-metre high fence without planning permission.

The resident was also concerned that the extension would have an impact on the surrounding landscape as it could be seen from the play area behind the property. The Parish Council noted that an extension/orangery similar to the proposed application had been erected at another property in the parish and it did not look obtrusive in its setting and felt that this property's would not do so either.

The planning officer also informed the Chair that he could not currently see any reason to object to this proposal and with this information to hand the Parish Council decided that it had no comments to submit for this planning application.

- For noting – there were no items to note.
- Enforcement – there were no enforcement items to consider.

25) War Memorial Update by John Slatter

Mr Slatter who was unavailable to attend the meeting had, prior to the meeting informed the Chair that grants were available to clean war memorial but these had a lengthy and complex application process. He had been advised by a specialist stone mason that the simplest method of cleaning was to pressure wash them and repaint as necessary.

A parishioner queried this as if the memorial was constructed out of a Jurassic stone pressure washing could damage the stone patterning.

The Parish Council was unsure of the stone and decided to just go ahead with repairing the wall and coping stones. A quote for the work would be carried out.

26) To identify new residents in Guiting Power & arrange welcome. A number of new residents had recently moved into the village including 2 properties at Latimer Court, Well Lane, Cloud Hill Cottage, Tally Ho Lane and No.1 The Old Bakery. The Parish Council felt it would be appropriate for the new welcome letter Cllr Ogden had worked upon to given to the new residents.

Cllr Ogden to deliver the welcome leaflet.

27) To receive correspondence and agree response

- (a) Cotswold District Council's draft Housing Plan 2016 – 2020 incorporating the Housing Strategy, the Homelessness Strategy and Strategic Tenancy Policy is now available for consultation until 14th June. For information only.
- (b) Gloucestershire Constabulary – letter regarding crime in the area. This had been displayed on the parish noticeboards.
- (c) Gloucestershire Highways/Amey – Winter maintenance letter. Salt requirements needed to be submitted. However, it was decided to leave this until the next meeting as the snow warden would be in attendance then to discuss the salt bins. A resident at Chapel Ash informed the meeting that there were no grit/salt bins in this particular area. The road there is particularly steep and freezes badly when water comes off the fields. Again it was agreed that this would all be discussed at the next meeting.

28) Finances

- **To receive current state of accounts.**

The accounts were approved and signed as a true and accurate account.

GPPC EXP vs BUDGET 2016-17			GUITING POWER PARISH COUNCIL							
AS AT 30.04.16										
		Budget	Actual	Antic.	Antic. Total	Remainder	Actual	Antic.	Total	
		2016/17	Spend	Spend	Spend	of Budget	Income	Income	Income	
			to	from	to	to date	to	from	to	
			30.04.16	01.05.16	31.03.17	+ / -	30.04.16	01.05.16	31.03.17	
Precept		3250.00					2393.00	857.00	3250.00	
Council Tax Support Grant		183.00					183.00	0.00	183.00	
Bank interest		0.00					0.00	0.00	0.00	
VAT refund		160.00					0.00	160.00	160.00	
Other							0.00	0.00	0.00	
TOTAL		3593.00								
Staff Costs		1700.00	304.43	1395.57	1700.00	1395.57				
Admin expenses		350.00	51.44	298.56	350.00	298.56				
Insurance		430.00	0.00	430.00	430.00	430.00				
Audit Costs		200.00	0.00	200.00	200.00	200.00				
Meeting room hire		200.00	110.00	90.00	200.00	90.00				
Subscriptions		250.00	127.74	122.26	250.00	122.26				
Training		275.00	0.00	275.00	275.00	275.00				
Maintenance costs		400.00	0.00	400.00	400.00	400.00				
Donations		600.00	0.00	600.00	600.00	600.00				
section 137		0.00	0.00	0.00	0.00	0.00				
Equipment		200.00	0.00	200.00	200.00	200.00				
Newsletter		120.00	0.00	120.00	120.00	120.00				
VAT Paid		160.00	2.45	157.55	160.00	157.55				
Other		20.00	0.00	20.00	20.00	20.00				
Annual Assembly		100.00	0.00	100.00	100.00	100.00				
Reserve (playground)		1212.91	0.00	0.00	0.00	1212.91				
TOTALS		6217.91	596.06	4408.94	5005.00	5621.85	2576.00	1017.00	3593.00	

GUITING POWER PARISH COUNCIL					
BANK RECONCILIATION AT 30th April 2016					
Period to 30th April 2016					
Lloyds Current Acc: 00896036				£	£
	Balance per statement - 30.04.16			£ 8,535.00	
	Outstanding receipts				
				£ -	
	Less unpresented chqs				
		622	£ 50.00		
		623	£ 22.50		
		625	£ 110.00	£ 182.50	
	Balance			£ 8,352.50	
Scottish Widows Acc					
	Balance per statement - 31.03.16			£ 2,915.14	
	Outstanding receipts				
	Interest			£ 2.90	
	Less unpresented chqs				
	NIL			£ -	
	Balance			£ 2,918.04	
Total Balance					£11,270.54
Cash book Summary					
	Opening Balance 01.04.16			£ 6,372.56	
	Add receipts to date			£ 2,576.00	
	Less payments to date			£ 596.06	
	Cash Book Balance @ 31.03.16			£ 8,352.50	
Balance per Scottish Widows acc				£ 2,918.04	
Reconciled Balance					£11,270.54

- **To approve payments and note receipts**
Precept payment (1st instalment) received from Cotswold District Council of £2576.00

These were noted and approved.

Payments made between meetings - none made				
The following payments to be approved				
Chq no	Payee	Purpose	Auth	Cheque value
627	K Sales	Expenses -April-May 2016	LG(FP)A 1963 s.5	37.26
628	K Sales	Clerk's salary – May 2016	LGA 1972 s.112 (2)	221.11
629	K Sales	Clerk's salary – June*	LGA 1972 s.112 (2)	128.70
630	D Rimmer	Newsletter production	LGA 1972 s.142(1A)	36.99
631	Guiting Power Social Group	Refreshments for the Annual General Assembly	LGA 1972 s.150(2)	50.46
632	Came & Company	Insurance	LGA 1972 s.111	447.76
633	HMRC	PAYE Payment for May	LGA 1972 s.112	5.80

*post-dated chq for 30.06.16 for salary due to no meeting in June

29) For information only

The Chair informed the meeting that the latest newsletter was now available. The next issue would be due out in November. A member of the public asked whether the newsletter would take advertising. The Chair replied that at this current time it was not an option.

Another resident asked what was happening with the Neighbourhood Watch scheme. The Chair informed the meeting that this was not a service that the Parish Council had to provide. However, the Parish Council were happy to help set the scheme up and had appealed for volunteers at the Annual Assembly last month. Someone had now come forward to co-ordinate the scheme. The Chair hoped that she would be able to provide an update at the next meeting.

The Chair also took this opportunity to inform the meeting that even now the Parish Council had successfully had new dog bins and signage installed in the village, some owners were still being irresponsible and not clearing up their dog’s mess. She handed a photograph around to prove the point. A resident informed the meeting that the bins were quite full and could extra emptying be requested? The Chair agreed to look into it.

The Chairman concluded the meeting at 8.25pm and thanked everyone for their attendance. The next full Parish Council meeting will be held on the 13th July 2016. at 7.30pm in the Village Hall.

.....
Chairman

.....
Date

Accounts & Annual Return for 2015/16 as approved in items 7 and 8 on the agenda.

GUITING POWER PARISH COUNCIL						
SUMMARY OF ACCOUNTS AT 31 MARCH 2016						
			£	£	£	£
Balance at 1 April 2015						
Lloyds Bank acc: 00896036			£ 18,021.12	£ 18,021		
Scottish Widows acc:			£ 2,903.53	£ 2,904		
Petty cash			£ -	£ -		
less unrepresented cheques			£ 35.00	£ 35		
			£ 20,889.65		£ 20,890	
Income						
Precept			£ 3,250.00	£ 3,250		
Council Tax Support Grant			£ 250.00	£ 250		
Scottish Widows interest			£ 11.61	£ 12		
VAT recovered			£ 5,292.61	£ 5,293		
Petty cash paid in			£ -	£ -		
Other			£ 17,276.19	£ 17,276		
			£ 26,080.41		£ 26,080	
Total Income						£ 46,970
Expenditure						
Clerk's salary			£ 1,560.48	£ 1,560		
Other payments			£ 36,121.88	£ 36,122		
Total Expenditure						£ 37,682
BALANCE						£ 9,288
Balance at 31 March 2016						
Lloyds Bank acc: 00896036			£ 6,372.56	£ 6,373		
Scottish Widows acc:			£ 2,915.14	£ 2,915	£ 9,288	
less unrepresented cheques			£ -	£ -	£ -	
Invested cash at 31 March 2016					£ 9,288	£ 9,288
Amount to carry forward						£ 9,288

GUITING POWER PARISH COUNCIL			
END OF YEAR BANK RECONCILIATION AT 31st March 2016			
Period to 31st March 2016			
Lloyds Current Acc: 00896036			
		£	£
Balance per statement		£ 6,372.56	
Outstanding receipts			
NIL		£ -	
Less unrepresented chqs			
	£ -	£ -	
Balance		£ 6,372.56	
Scottish Widows Acc			
Balance per statement		£ 2,915.14	
Outstanding receipts			
NIL		£ -	
Less unrepresented chqs			
NIL		£ -	
Balance		£ 2,915.14	
Total Balance			£9,287.70
Cash book Summary			
Opening Balance 01.04.15		£ 17,986.12	
Add receipts to date		£ 26,068.80	
Less payments to date		£ 37,682.36	
Cash Book Balance		£ 6,372.56	
Balance per Scottish Widows acc		£ 2,915.14	
Reconciled Balance			£9,287.70
Balance to carry forward			£9,287.70

GUITING POWER PARISH COUNCIL						
ANNUAL RETURN FOR THE YEAR ENDING 31 MARCH 2016						
				Last year 14-15	This year 15-16	
1	Balances brought forward			9,867	20,890	
2	(+) Annual Precept			3,254	3,250	
3	(+) Total other receipts			10,208	22,830	
4	(-) Staff costs			803	1,560	
5	(-) Loan interest			-	-	
6	(-) Total other payments			1,637	36,122	
7	(=) Balances carried forward			20,889	9,288	
8	Total cash & investments			20,889	9,288	
9	Total fixed assets			6133	42082	
10	Total borrowings			0	0	

CLERK: Kate Sales, 5 Okus Road, Charlton Kings Cheltenham. GL53 8DU
Tel: 01242 583303 E-mail: katiemsales1@gmail.com

MINUTES: of a Parish Council Meeting held in Guiting Power Village Hall on Wednesday 13th July 2016 at 7.30pm.

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

IN ATTENDANCE: Kate Sales, Clerk

Seven parishioners were present

AGENDA

- 1) **To receive apologies for absence.** Apologies received from Linda Miles.
- 2) **To receive Declarations of Interest on items on the Agenda. (Localism Act 2011).**
Cllr Rimmer declared an interest in item 5, Laurel Tree Cottage and The Baptist Church planning applications. Cllr Broad also declared an interest in item 5, The Baptist Church's planning application.
- 3) **To approve the minutes of the Annual Parish Council meeting held on the 18th May 2016.** These were approved and duly signed as a true record.
- 4) **To hear representations from the public regarding any item on the Agenda.** The Chair informed the meeting that representations could be made as items occurred.
- 5) **To consider and note planning applications and agree responses:**

For consideration

Guiting Power Baptist Church Guiting Power (16/02592/FUL and 16/02593/LBC) - Conversion of Baptist Church into a dwelling.

Concerns were raised by the public that the building could not of been brought by The Trust and maintained for village use, such as using it as a place for the Local Windrush Historical Group archive. The Chair informed the meeting that the Trust was approached by the Church but declined to buy it.

Concerns were also raised over the fact that Memorial Stones were going to be moved and a corner of the decking area built over the Garden of Remembrance. Parishioners felt that it was morally wrong to disturb the graves and disrespectful to families of the deceased. A member of the public highlighted the fact that the developer might be in breach of the Disused Burial Grounds (Amendment) Act 1981 because by inserting posts to hold the decking they would disturb human remains. The Chair informed the meeting that this was Act was specifically mentioned in the planning statement and it confirmed that they had complied with the requirements of the Act and had had confirmation from the Ministry of Justice that no further applications were required.

Another parishioner informed the meeting that the Baptist Church had looked at many options when considering what to do with the building and as time had gone on the building was starting to fall more and more into disrepair. She went on to say that if a

development didn't take place the village could lose the iconic building completely, and surely it was better to keep the building safe and used rather than watch it deteriorate.

The Chair told the meeting that even if people felt it was morally wrong to build, the Parish Council could only submit comments in relation to planning requirements. It was noted that there was no parking or vehicular access to the property. This led to concerns over more on-road parking on an already over-crowded narrow road on a brow of a hill, thereby increasing the risk of traffic accidents.

After a vote by councillors (Cllr Broad and Cllr Rimmer abstained) it was decided that the Parish Council would object to the planning application on the lack of vehicular access and parking, increased parking congestion on a busy narrow road and a Highways safety issue that the increased parking would be on a brow of a hill.

For noting

Laurel Tree Cottage Castlett Street Guiting Power (16/01798/FUL) Full Application for Change of use of land to residential and Proposed garden building.

Non-material Amendment to - Laurel Tree Cottage Castlett Street Guiting Power (15/00233/FUL) - Change of external wall finish. Cotswold District Council permitted this application

The Chair informed the meeting that the Parish Council had received a planning application from a neighbouring parish for the **Cotswold Farm Park Guiting (16/02375/FUL)**. This was for a Visitor Centre extensions and modifications; changes to parking provision; extension to camping/caravanning area with the replacement and relocation of the amenity block; additional agricultural building; provision of rooftop solar panels.

It was noted for information.

Enforcement

No enforcements to note at present

6) Co-option of new councillor onto the Parish Council

Rebekah Roseblade was co-opted onto the Parish Council. Her declaration of office was duly signed in front of the Proper Officer and she was then welcomed to the Parish Council and took her place at the table.

7) Footpath Warden – update re Castlett Bank Footpath

Mr Cuthbert updated the meeting giving a general talk about local footpaths of which there were 3.75m of and Amey who had taken over responsibility for maintenance only had a team of five people who dealt with this area. He went on to say that the Cotswold Wardens had installed walk markers, and that three new signposts and repairs to the kissing gate had been done.

He also went onto to inform the meeting that the application for the additional footpath at Castlett Bank was refused by the County Council's Commons and Rights of Way Committee on the 9th June due to insufficient evidence. The Parish Council has 28 days to appeal to the Secretary of State over the decision. The insufficient evidence was due to the fact that a copy of the Enclosure Map could not be found to prove the right of way existed and that the Parish Council did not have enough statements from members of public to prove otherwise.

He informed the meeting that if any applications were to be made in the future for other footpaths the council would need a substantial amount of these statements to help in a successful outcome.

The Chair thanked him for his help in this. The Parish Council decided not to pursue an appeal on Castlett Street but would bear his recommendations in mind for future applications.

8) Playground Update

Cllr Rose informed the meeting that Touchwood Enterprises had been out for a safety inspection and that they were very happy with the condition. It was noted that some small logs at the edge of the tunnel had come loose but this had now been fixed. If the Parish Council wanted Touchwood to continue to carry out an annual inspection, then this would cost £645+VAT. It would include repairs to items under warranty but anything else would cost extra. The Parish Council felt that this was very expensive and that Play Safety carried out RoSPA risk assessments and supplied a checklist of work to be carried out for the cost of £66.50+VAT. The Council felt that this was a better solution and it was agreed that Play Safety would be contacted next year to undertake an inspection.

9) Reports on the Queen's 90th birthday street party and the village fete

Both of these events were a success and the Chair thanked all the volunteers for their hard work. The Village Fete raised in total £3.5k for local good causes. This was split as follows - £1k to the Village Hall, £1k to the Church outside toilet project, £1k to the local Playgroup and the remainder split between the Rotary Club, the local band who played at the village event free of charge, the Cheery Club, the local Guides Group and the RAF Benevolent Fund.

10) To agree positioning of Grit Bins in the parish & the winter snow maintenance sheet for Amey. To discuss repairs to salt bunker on top green.

The Snow Warden informed the meeting that all new bins had to be approved by the County Council, if necessary with a site inspection, and asked whether the bin at Castlett Farm had been agreed by them. The Chair informed the meeting that this bin had been given to the Parish Council when Western Power had destroyed another one during some work it had undertaken. She was not sure as to whether the County Council knew about it so the Snow Warden offered to liaise with Highways to have it approved.

Regarding the repairs to the salt bin at Upper Green no one was sure whose responsibility it was. The Snow Warden again promised to investigate.

It was also agreed that a bin needed to be placed Chapel Ash/Grange Hill as this road could get quite dangerous in winter months. The Snow Warden again agreed to speak to Highways about this.

The Snow Warden reminded the meeting that the salt was not for private use but for public roads and footpaths.

It was agreed that no salt was required from Amey.

11) To note and agree the nationally agreed increases in salary scales from NALC, to be implemented from 01.04.16. This was noted and the difference in the standing order amount and new salary to be paid by cheque in July's salary.

12) To receive correspondence and agree response

- **Thames Valley Water requesting information on private sewage pumps.**
Information to be displayed on Parish Council Noticeboard
- **Consultation on CDC's Cotswold District Local Plan 2011-2030 – consultation ends on the 8th August 2016.** Consultation available online at <http://www.cotswold.gov.uk> for comments. Poster advertising consultation and drop in events to be displayed on the Village noticeboard
- **Consultation on CDC's Infrastructure Levy Charging Schedule – consultation ends on the 8th August 2016.** Consultation available online at <http://www.cotswold.gov.uk> for comments. Poster advertising consultation to be displayed on the Village noticeboard.
- **Notification that Gloucestershire County Council formally adopted its new Local Transport Plan (2015-2031).** A full copy of the plan can be seen at www.gloucestershire.gov.uk/ltip3 - for information only.
- **Glos Playing Fields Ass** – invitation to 90th Anniversary of the GPFA on the 16th September. Cllr Rimmer and Cllr Miles to attend.

13) Finances

13.1 To receive current state of accounts and bank reconciliation.

The accounts and bank reconciliation were approved and signed as a true and accurate account.

GPPC EXP vs BUDGET 2016-17			GUITING POWER PARISH COUNCIL						
AS AT 30.06.16			Actual	Antic.	Antic. Total	Remainder	Actual	Antic.	Total
		Budget	Spend	Spend	Spend	of Budget	Income	Income	Income
		2016/17	to	from	to	to date	to	from	to
			30.06.16	01.07.16	31.03.17	+ / -	30.06.16	01.07.16	31.03.17
Precept	3250.00						2393.00	857.00	3250.00
Council Tax Support Grant	183.00						183.00	0.00	183.00
Bank interest	0.00						0.00	0.00	0.00
VAT refund	160.00						0.00	160.00	160.00
Other							0.00	0.00	0.00
TOTAL	3593.00								
Staff Costs	1700.00		660.04	1039.96	1700.00	1039.96			
Admin expenses	350.00		88.70	261.30	350.00	261.30			
Insurance	430.00		447.76	-17.76	430.00	-17.76			
Audit Costs	200.00		0.00	200.00	200.00	200.00			
Meeting room hire	200.00		110.00	90.00	200.00	90.00			
Subscriptions	250.00		127.74	122.26	250.00	122.26			
Training	275.00		0.00	275.00	275.00	275.00			
Maintenance costs	400.00		0.00	400.00	400.00	400.00			
Donations	600.00		0.00	600.00	600.00	600.00			
section 137	0.00		0.00	0.00	0.00	0.00			
Equipment	200.00		0.00	200.00	200.00	200.00			
Newsletter	120.00		36.99	83.01	120.00	83.01			
VAT Paid	160.00		2.45	157.55	160.00	157.55			
Other	20.00		0.00	20.00	20.00	20.00			
Annual Assembly	100.00		50.46	49.54	100.00	49.54			
Reserve (playground)	1212.91		0.00	0.00	0.00	1212.91			
TOTALS	6217.91		1524.14	3480.86	5005.00	4693.77	2576.00	1017.00	3593.00
Reserves as at 1.4.16					£6,372.56				
Income during year					£3,593.00				
Plus Scottish Widow acc (Reserve)					£2,918.04				
Expenditure during year					£5,005.00				
Playground funds held in reserve					£1,212.91				
Antic. reserves at year end					£6,665.69				

BANK RECONCILIATION AT 30th JUNE 2016				
Period to 30th June 2016				
Lloyds Current Acc: 00896036				
			£	£
	Balance per statement - 30.06.16		£ 7,553.12	
	Outstanding receipts			
			£ -	
	Less unpresented chqs			
	629	£ 128.70		
			£ 128.70	
	Balance		£ 7,424.42	
Scottish Widows Acc*				
	Balance per statement - 01.04.16		£ 2,918.04	
	Outstanding receipts			
	Interest		£ -	
	Less unpresented chqs			
	NIL		£ -	
	Balance		£ 2,918.04	
	Total Balance			£10,342.46
Cash book Summary				
	Opening Balance 01.04.16		£ 6,372.56	
	Add receipts to date		£ 2,576.00	
	Less payments to date		£ 1,524.14	
	Cash Book Balance @ 30.06.16		£ 7,424.42	
	Balance per Scottish Widows acc		£ 2,918.04	
	Reconciled Balance			£10,342.46
* Statements only received every three months				

13.2 To approve payments and note receipts

Payments made between meetings - none made				
The following payments to be approved				
Chq no	Payee	Purpose	Auth	Cheque value
634	K Sales	Expenses - Jun-July 2016	LG(FP)A 1963 s.5	32.97

The following payments were approved. There were not receipts to note.

635	K Sales	Clerk's salary - July 2016	LGA 1972 s.112 (2)	135.19
636	K Sales	Clerk's salary – August*	LGA 1972 s.112 (2)	129.99
637	Glos Playing Fields Ass	Recreation ground - inspection training	LGA 1972 s.111	25.00
638	PATA	Payroll services – April-June	LGA 1972 s.111	22.50
639	Kim Bedford	Councillor training (50% of invoice payable)	LGA 1972 s.111	130.18
640	Guiting Power Village Hall	Room hire for Cllr training night (50% of invoice payable)	LGA 1972 s.134(4)	12.50

* post-dated chq as no meeting in August

14) 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.

The Chair informed the meeting that the village pantomime auditions were taking place on the 2nd-3rd August and encouraged people to attend and audition. The pantomime would be Aladdin.

Nettie Ekblom had agreed to co-ordinate the Neighbourhood Watch project.

There had been concern that the Post Office Outreach service was not being properly supplied by Bourton as they were too busy to man the office. There was concern that the service might deteriorate. The Chair promised to investigate and it was agreed that this would be an item on the next agenda.

A resident raised concern over the speed of cyclists when entering the village down Tally Ho Lane. There had been a cycle race by, it was presumed Broughton Castle recently. The Chair said that this problem had been raised before and after discussions with Highways there was nothing the Parish Council could legally do to enforce speed restrictions. However, she did agree to contact the recent event organisers about this and also ask the village hall committee to speak to organisers of any ride that hires the hall to ensure that the village is sufficiently marshalled.

A resident raised concern over the mess that Gigaclear were making installing the broadband; cars had been blocked in by the work, and she wondered what power the Parish Council had over the contractors? The Chair informed the meeting that as this was a government contract it was just like a utilities company and therefore the Parish Council had no control whatsoever.

The Chairman concluded the meeting at 8.45pm and thanked everyone for their attendance. The next Parish Council meeting will be held on the 14th September 2016 at 7.30pm in the Village Hall.

.....
Chairman

.....
Date

CLERK: Kate Sales, 5 Okus Road, Charlton Kings Cheltenham. GL53 8DU
Tel: 01242 583303 E-mail: katiemsales1@gmail.com

MINUTES: of a Parish Council Meeting held in Guiting Power Village Hall on Tuesday 20th September 2016 at 8.00pm.

PRESENT: Parish Councillors: Dawn Rimmer, Lisa Rose, David Broad and Nick Powell, Rebekah Roseblade

IN ATTENDANCE: Kate Sales, Clerk

One parishioner was present

Members of the public were welcomed to the meeting and invited to address the council at Item 4 in the Agenda.

AGENDA

- 1) **To receive apologies for absence.** Apologies were received and noted from Cllr Ogden.
- 2) **To receive Declarations of Interest on items on the Agenda. (Localism Act 2011).** Cllr Broad declared an interest in item 5 (application 16/02644/FUL) and informed the meeting he would not take part in discussions surrounding it. The Council noted his interest.
- 3) **To approve the minutes of the Parish Council meeting held on the 13th July 2016.** It was agreed that these were a true record of the meeting and were duly signed.
- 4) **To hear representations from the public regarding any item on the Agenda.** There were none.
- 5) **To consider and note planning applications and agree responses:**

For consideration

St Michaels Church, Church Lane Guiting Power (16/02644/FUL) Detached WC and mower store. It was noted that an archaeological dig was in hand at the site. After discussions the Parish Council agreed to support the application due to the fact that it was a community project and the services it would provide would be of benefit to the community and also for wider public use such as walkers and ramblers. It was agreed that the Parish Council would send a letter of support to the Planning Officers at Cotswold District Council.

Clerk to send the letter of support to the planning authorities.

For noting

Laurel Tree Cottage Castlett Street Guiting Power (16/01798/FUL) Full Application for Change of use of land to residential and Proposed garden building. Cotswold District Council permitted this application and noted it had been built.

Enforcement

No enforcements to note at present

6) Footpath Warden – update

Mr Cuthbert informed the meeting that the footpath at the top of Tally Ho had now been fixed.

The Cotswold Wardens had now installed way-markers at the entrance of Farmcote Estate.

The kissing gate and the bridge under Fishponds had been repaired and that a new drain on the footpath outside the church had been installed.

7) Playground Update

Cllr Rose informed the meeting that an inspection of the playground had taken place and all was in good shape and condition.

She also informed the meeting that the course she had attended run by Gloucestershire Playground Association on playground maintenance and inspection had been very helpful and informative.

8) To agree finances towards Guiting Power Childrens' Xmas Party.

The council heard that due to overwhelming local support the children's xmas party last year managed to self-fund, and it was noted that the donation given to them by the Parish Council was not needed and returned. Due to the success of it last year it was decided that the Parish Council would not need to donate anything again this year.

9) Bonfire Night

To discuss insurance and risk assessment requirements and to agree finances.

It was agreed that the Parish Council would pay for the fireworks as it did last year.

The Clerk informed the meeting that the insurance company needed a copy of the risk assessment 14 working days before the event. She had also spoken to the insurance company and they had confirmed that if nothing had changed from last year then the 90 metre exclusion distance was still acceptable. Cllr Rimmer agreed to carry out the risk assessment.

ACTION: Cllr Rimmer to undertake the risk assessment and the clerk to submit it to the insurance company within the timeframe required.

10) Salt bin location review

The Snow Warden had kindly provided updates and after discussions it was decided that the bin outside Castlett Farm on Barton Lane should at present stay in situ. This decision could be looked at in a year's time if there were problems with it being re-filled. The problems with the bin outside the Bakery had now been sorted. A new bay had been built and had been lined to prevent further salt damage to adjoining walls. The new bin at Chapel Ash remained an open item as the Snow Warden who was unable to attend this evening's meeting had agreed to speak to the local residents about locations.

ACTION: Chapel Ash bin to be added to the agenda for November's meeting.

11) Post Office Outreach Service at Guiting Power

The Chair informed the meeting that after the Outreach service had been cancelled on a couple of occasions over the Summer she had been informed that this had been due to extreme circumstances and that the service was not under threat of reduction or closure.

12) To agree finances for Remembrance Service

The finances for this were agreed and a donation was set of £50.00.

13) To receive correspondence and agree response

- **GAPTC – latest courses available.** It was agreed that the clerk should attend the ‘Planning from the Parish Council Perspective’ on the 6th October. Cllrs Rose and Roseblade expressed an interest in the ‘Being a Better Councillor’ courses. The clerk agreed to send them the dates to see if any where suitable.
- **GAPTC - devolution observations letter** – for information only.
- **Cotswold District Council – Council Tax Scheme consultation.** The Chairman urged councillors to read this consultation as it could have an impact on local residents. Councillors had received this prior to the meeting via email. The consultation period end on 28.10.16.
- **Cotswold Lion magazine, summer edition** - for information only

14) To agree a revised Internal Control Policy following internal auditor’s report.

After discussions it was agreed to adopt the policy. It was also agreed that due to the Parish Council having a small precept and a limited number of transactions that the review would only be needed to be carried out twice a year. It was agreed that the first review would take place before the next meeting.

ACTION: The Clerk to ensure a review takes place before the next Parish Council Meeting.

15 Finances

15.1 To receive current state of accounts and bank reconciliation. These were received and accepted as an accurate record. A bank reconciliation was accepted and signed.

GPPC EXP vs BUDGET 2016-17		GUITING POWER PARISH COUNCIL							
AS AT 31.08.16									
		Actual	Antic.	Antic. Total	Remainder	Actual	Antic.	Total	
		Spend	Spend	Spend	of Budget	Income	Income	Income	
	Budget	to	from	to	to date	to	from	to	
	2016/17	31.08.16	01.09.16	31.03.17	+ / -	31.08.16	01.09.16	31.03.17	
Precept	3250.00					2393.00	857.00	3250.00	
Council Tax Support Grant	183.00					183.00	0.00	183.00	
Bank interest	0.00					0.00	0.00	0.00	
VAT refund	160.00					383.53	0.00	383.53	
Other						0.00	0.00	0.00	
TOTAL	3593.00								
Staff Costs	1700.00	925.22	774.78	1700.00	774.78				
Admin expenses	350.00	144.17	205.83	350.00	205.83				
Insurance	430.00	447.76	-17.76	430.00	-17.76				
Audit Costs	200.00	0.00	200.00	200.00	200.00				
Meeting room hire	200.00	122.50	77.50	200.00	77.50				
Subscriptions	250.00	127.74	122.26	250.00	122.26				
Training	275.00	155.18	119.82	275.00	119.82				
Maintenance costs	400.00	0.00	400.00	400.00	400.00				
Donations	600.00	0.00	600.00	600.00	600.00				
section 137	0.00	0.00	0.00	0.00	0.00				
Equipment	200.00	0.00	200.00	200.00	200.00				
Newsletter	120.00	36.99	83.01	120.00	83.01				
VAT Paid	160.00	2.45	157.55	160.00	157.55				
Other	20.00	0.00	20.00	20.00	20.00				
Annual Assembly	100.00	50.46	49.54	100.00	49.54				
Reserve (playground)	1212.91	0.00	0.00	0.00	1212.91				
TOTALS	6217.91	2012.47	2992.53	5005.00	4205.44	2959.53	857.00	3816.53	
Reserves as at 1.4.16				£6,372.56					
Income during year				£3,816.53					
Plus Scottish Widow acc (Reserve)				£2,920.95					
Expenditure during year (if on budget)				£5,005.00					
Playground funds held in reserve				£1,212.91					
Antic. reserves at year end				£6,892.13					

GUITING POWER PARISH COUNCIL				
BANK RECONCILIATION AT 31st August 2016				
Period to 31st August 2016				
Lloyds Current Acc: 00896036				
			£	£
	Balance per statement - 31.08.16		£ 7,449.61	
	Outstanding receipts			
			£ -	
	Less unpresented chqs			
	36	£ 129.99		
			£ 129.99	
	Balance		£ 7,319.62	
Scottish Widows Acc*				
	Balance per statement - 01.04.16		£ 2,918.04	
	Outstanding receipts			
	Interest @ 1.07.16		£ 2.91	
	Less unpresented chqs			
	NIL		£ -	
	Balance		£ 2,920.95	
	Total Balance			£10,240.57
Cash book Summary				
	Opening Balance 01.04.16		£ 6,372.56	
	Add receipts to date		£ 2,959.53	
	Less payments to date		£ 2,012.47	
	Cash Book Balance @ 31.08.16		£ 7,319.62	
	Balance per Scottish Widows acc		£ 2,920.95	
	Reconciled Balance			£10,240.57
* Statements only received every three months				

15.2 To approve payments and note receipts.

These were approved. It was noted that a VAT refund of £383.53 was received on 12.08.16

Payments made between meetings - none made				
The following payments to be approved				
Chq no	Payee	Purpose	Auth	Cheque value
641	K Sales	Expenses - Aug-Sept 2016	LG(FP)A 1963 s.5	39.28
642	K Sales	Clerk's salary - September 2016	LGA 1972 s.112 (2)	129.99

643	K Sales	Clerk's salary – October*	LGA 1972 s.112 (2)	129.99
644	GAPTC	Internal Audit	LGA 1972 s.111	80.00
645	PATA Payroll	Payroll Services July-Sept	LGA 1972 s.111	22.50

* post-dated chq as no meeting in October

15) 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.

The Clerk informed the meeting of the following update from Bob Skillern at Gloucestershire Highways: ‘

- *The patching work for Castlett street has been ordered and will be undertaken in the next couple of months. I will forward a programme date when I receive one.*
- *Drainage jetting work to be undertaken at various village locations.*
- *Annual gully emptying is scheduled for November 2016.’*

The Clerk also informed the meeting that she had been notified that the Neighbourhood Policing of the North Cotswolds would now be taken over by Police Sgt Rich Knapp as Sgt Richard Payne was leaving.

The Annual Return had been returned by Grant Thornton and that it would be published on the website according to the Transparency Guidelines.

The Chairman informed the meeting that Nettie Ekblom had agreed to run a ‘Guiting Watch’ scheme. Brockhampton already run a similar scheme and she is contacting them to see if it is something that Guiting Power could do. The scheme collects email addresses and then circulates updates from the Police as and when they come through. The Guiting website would host an information page informing people on the scheme and how to register. It was noted that this was not a service provided by the Parish Council and that it would be run by volunteers.

A request from Cllr Ogden (who was not present) regarding the possible erection of a village Christmas Tree. The Council had previously included funds of £50 for this in their budget for this year. Mrs Hayes had agreed it could be erected outside her house and power supplied to it from her outside power source. Cllr Broad offered to donate some external lights for the tree. Cllr Ogden to bring back costs for the tree to the next meeting.

The Chairman concluded the meeting at 8.50pm and thanked everyone for their attendance. The next Parish Council meeting will be held on the 9th November 2016 at 7.30pm, and will be held in the Village Hall.

.....
Chairman

.....
Date

CLERK: Kate Sales, 5 Okus Road, Charlton Kings Cheltenham. GL53 8DU
Tel: 01242 583303 E-mail: katiemsales1@gmail.com

- MINUTES: of a Parish Council Meeting held in Guiting Power Village Hall on Wednesday 9th November 2016 at 7.30pm.
- PRESENT: Parish Councillors: Dawn Rimmer, Lisa Rose, David Broad, Else Ogden and Rebekah Roseblade
- IN ATTENDANCE: Kate Sales, Clerk
- Three parishioner were present

Members of the public were welcomed and invited to address the council prior to the meeting or at Item 4 in the Agenda

AGENDA

- 1. To receive apologies for absence.** Apologies received and accepted from Cllr Powell
- 2. To receive Declarations of Interest on items on the Agenda. (Localism Act 2011).** None were received.
- 3. To approve the minutes of the Parish Council meeting held on the 14th September 2016.** It was agreed that these were a true record of the meeting and were duly signed.
- 4. To hear representations from the public regarding any item on the Agenda.** No items were raised at this point.
- 5. To consider and note planning applications and agree responses:**

For consideration

No items for consideration.

For noting

It was noted that the Baptist Church planning application (16/02592/FUL & 16/02593 LBC) had been considered by the Planning Committee at Cotswold District Council today, but as yet the Parish Council had not heard the outcome.

Castlett Lodge Castlett Street Guiting Power (15/00098/COMPLY) - Alterations including a side extension, a replacement porch, two dormer windows and alterations to the adjoining barn - compliance with conditions 3 (samples) and 5 (details)
Cotswold District Council permitted this application.

Greenbank House Piccadilly Guiting Power (16/03089/FUL) - Erection of two dwellings
Cotswold District Council permitted this application.

Enforcement

No enforcements to note at present

- 6. Co-option of new parish councillor**

Cotswold District Council had advertised the vacancy and no requests for an election were received. It was agreed that the Parish Council could now formally co-opt a councillor to fill the position. Annette Ekblom was formally co-opted onto the council and she signed her declaration of office and was welcomed to the Parish Council.

7. To update the council on the first internal control that was carried out.

Cllr Rimmer informed the council that the first control had been carried out earlier that day and that there were no issues to report.

8. To discuss the Draft Minerals Local Plan and Stroud Town Council's concerns over fracking in Gloucestershire.

A parishioner informed the meeting that back in the 1970's there had been an exploratory oil investigation in the area and the evidence revealed that there was no oil in the area and therefore, there was no danger of the possibility of fracking occurring in the parish. The Parish Council decided not to submit comments on this.

9. To discuss the changes to Cotswolds Bus services - Bus routes 802, 803,804, 809/810 and 832.

The Parish Council noted that the 804 service from Guiting Power to Cheltenham would soon cease. They agreed that this might impact a very few residents and councillors were urged if they knew of residents who might be affected to view Gloucestershire Liftshare's website to sign up to the sharing scheme.

10. To discuss the Community Infrastructure Levy (CIL) Draft Charging Schedule

It was noted that the public consultation runs until 28th November. Events take place on Tuesday 15th November 12-5pm at CDC offices, and again on Thursday 17th Nov 12-5pm at Moreton Area Centre. A poster would be displayed on the village notice board to advertise these events.

It was noted that the CIL was a charge similar to S106 funding whereby developers would be charged a fee towards an area's infrastructure. The fee would be relative to the size, location and type of development proposed. The Parish Council felt it was unlikely that any large developments would take place in the Parish due to the majority of the land being owned by the Trust. However, they realised that if developments went ahead in the larger towns of Bourton and Stow that this may impact their local services. After consideration, it was decided that the Parish Council would not submit any comments on this consultation.

11. Footpath Warden – update

Mr Cuthbert informed the council that:

- a blockage on the footpath near Temple Guiting had been reported to Gloucestershire County Council and;
- footpath 16 had been recently been resealed

12. Playground Management – update

Cllr Rose informed the meeting that there were no problems to report and the playground equipment was all in good order.

13. To discuss and approve the plans for the Village Christmas Tree

Cllr Ogden informed the meeting that she had reserved a Christmas Tree for the village for around £20 and Cllrs Rimmer & Broad had kindly agreed to supply the lights. It was agreed that the tree would be installed on The Green on the 11th December and it would be situated to the right of the bench. Cllr Ogden had visited the residents who might be

most affected by the position of the tree and all were happy with it. Baubles were being decorated by the local playgroup, and the children would visit the tree on the 18th December to hang their decorations.

14. To receive an update from Cllr Rimmer regarding the meeting of the trustees of Guiting Manor Amenity Trust.

Cllr Rimmer reported that she had attended the meeting on the 8.11.16. She informed the meeting that the Trust had gone ahead with the planning application for the two dwellings at Greenbank House before other projects was because the garden was too large for the property. The Trust felt it would be unable to rent the property out and the garden would have been left unattended and overgrown.

The future surrounding the garages was also discussed and the Trust wanted to build residential properties there. However, when they had applied before they had received objections from local residents. A parishioner informed the meeting that the reason objections had been raised was that the previous application had been for a private dwelling and not housing for local people. Local residents were in support of the garages being developed for local villagers.

The Trust had asked whether the Parish Council would write a letter of support for the building local housing on the site and it was agreed to do so.

ACTION: Clerk to write a letter of support to the Trust.

15. Consultation on the removal of BT telephone boxes in the Village

BT reported that the number of calls in past 12 months at (THE GUEST HOUSE GUITING POWER (GL54 5TZ)) was 1. It was agreed that the usage numbers were low. However, the Parish Council felt it was important that the phone box remained due to it being situated next the Defibrillator. The defibrillator and the phone box are both located in an area where there is very poor mobile phone coverage and if the emergency services had to be called when the defibrillator was in use there would be no way of contacting them, therefore the phone service could have a real impact on a life and death situation.

ACTION: Clerk to register objections to phone box being removed.

It was also noted that the phone box was not an actual telephone box but was based inside a building that BT did not own, therefore it was questioned whether they could remove it as they did not have ownership.

16. Highways Update and to discuss Gloucestershire Highways emergency snow plan for the county and to establish the parish's local plan for bad weather.

- Castlett Street patching currently programmed for W/C 12th December 2016
- Jetting of drainage system near Hollow Bottom later this month
- An engineer has assessed the Critchford Ford and has begun work on designing the scheme to make the necessary repairs.

GCC Adverse weather plan found at <http://www.gloucestershire.gov.uk/winter>. Nick Bumford had looked at the new plan and found it all to be satisfactory.

17. Bonfire Night - To report back to Council on the event

Cllr Rimmer reported that the event had been a great success with over 160 people in attendance. She was pleased to report that £405 had been raised for the charity RABI.

18. To discuss new salt bin at Corner Cottage as new bin is required inside new brick bunker.

Snow Warden, Suzanne Miles had spoken to most of the residents at Chapel Ash. No one was particularly concerned about gravel/salt bin provision as "they" had not found any problems over the years they have lived there. She had also spoken to the resident who lives in the cottage at the highest point and said that she had in fact raised this at a previous Council meeting as there had been a couple of traffic incidents in icy conditions close to her house. The Snow Warden proposed that she would ask Highways if they were able to "dump" some gravel/salt at:

- the first bend up the hill after the cottages and
- at the T junction above that.

If Highways had concerns regarding simply dumping gravel/salt the other option might be that Guiting Power PC would fund extra suitable storage bins with the agreement of Highways. The cost for new approved bins was around £250 from Highways.

The Council asked the snow warden if she would go ahead and check whether Highways would dump some gravel. The Snow Warden also agreed to confirm with Highways whether the road from The Fox through to Ford was listed on their Primary Network for gritting.

It was agreed that a liner still needed to be put in the newly build grit bin at The Bakery to stop salt leaching into the wall. It was agreed that this did not need to be the £250 type of storage bin as a stone bunker had already been rebuilt and was already situated in an approved Highways location. Cllr Rimmer agreed to research suitable liners.

ACTION: Snow Warden to contact Highways. Cllr Rimmer to research suitable plastic liner for newly built bunker at The Bakery

- 19. Defibrillator – replacement electrodes and SWAST recommendation to hold spare set in reserve.** The current electrodes would soon reach their expiry date and need replacing. It was therefore agreed to purchase two sets of electrodes as per the SWAST recommendations from the Community Heartbeat Trust at a cost of £75.

ACTION: Clerk to send payment and order

20. To receive correspondence and agree response

- Clerks & Councils Direct magazine – November 2016 edition. For information only.
- GAPTC subscription levels for 2017/18. New rates were noted.
- Scottish widows – Interest rate change was 0.4% AER. From 17th Nov will be 0.15% AER. New rate was noted, no action to be taken.

21. Approval of Parish Council's new logo

A new logo had been created that would eventually appear on the Parish Council's stationery and website. The aim of this was to try and help build the council's identity and create awareness. Cllr Rimmer would circulate the design amongst the councillors for their views.

22. To approve internal auditor for 2016/17

GAPTC was approved as the internal auditor for 2016/17.

23. Budget & Precept Planning for 2017/18.

Discussions took place surrounding the budget for 2017/18 and potential projects were looked at that might need funding for that year. Apart from existing social events, the possible purchase of a new salt bin the only other item for consideration was a new bench in the playground. It was agreed that the Clerk would take away the proposed projects and work them into budget proposals that could be discussed and approved at

the next meeting. This would then give the Parish Council enough time to submit their precept request by the January deadline.

ACTION: Clerk to prepare budget proposals for the January meeting.

24. Finances

24.1. To receive current state of accounts and bank reconciliation.

Statement of accounts was accepted and approved. A bank reconciliation was performed and approved.

GPPC EXP vs BUDGET 2016-17			GUITING POWER PARISH COUNCIL						
AS AT 31.10.16			Actual	Antic.	Antic. Total	Remainder	Actual	Antic.	Total
		Budget	Spend	Spend	Spend	of Budget	Income	Income	Income
		2016/17	to	from	to	to date	to	from	to
			31.10.16	01.11.16	31.03.17	+ / -	31.10.16	01.11.16	31.03.17
Precept	3250.00						3250.00	0.00	3250.00
Council Tax Support Grant	183.00						183.00	0.00	183.00
Bank interest	0.00						0.00	0.00	0.00
VAT refund	160.00						383.53	0.00	383.53
Other							0.00	0.00	0.00
TOTAL	3593.00								
Staff Costs	1700.00		1185.20	514.80	1700.00	514.80			
Admin expenses	350.00		202.60	147.40	350.00	147.40			
Insurance	430.00		447.76	-17.76	430.00	-17.76			
Audit Costs	200.00		80.00	120.00	200.00	120.00			
Meeting room hire	200.00		122.50	77.50	200.00	77.50			
Subscriptions	250.00		127.74	122.26	250.00	122.26			
Training	275.00		155.18	119.82	275.00	119.82			
Maintenance costs	400.00		0.00	400.00	400.00	400.00			
Donations	600.00		0.00	600.00	600.00	600.00			
section 137	0.00		0.00	0.00	0.00	0.00			
Equipment	200.00		0.00	200.00	200.00	200.00			
Newsletter	120.00		36.99	83.01	120.00	83.01			
VAT Paid	160.00		5.80	154.20	160.00	154.20			
Other	20.00		0.00	20.00	20.00	20.00			
Annual Assembly	100.00		50.46	49.54	100.00	49.54			
Reserve (playground)	1212.91		0.00	0.00	0.00	1212.91			
TOTALS	6217.91		2414.23	2590.77	5005.00	3803.68	3816.53	0.00	3816.53
Reserves as at 1.4.16					£ 6,372.56				
Income during year					£ 3,816.53				
Plus Scottish Widow acc (Reserve)					£ 2,923.89				
Expenditure during year (if on budget)					£ 5,005.00				
Playground funds held in reserve					£ 1,212.91				
Antic. reserves at year end					£ 6,895.07				

BANK RECONCILIATION AT 31st October 2016				
Period to 31st October 2016				
Lloyds Current Acc: 00896036			£	£
	Balance per statement - 30.09.16		£ 7,927.35	
	Outstanding receipts			
			£ -	
	Less unrepresented chqs			
	644	£ 129.99		
	645	£ 22.50		
			£ 152.49	
	Balance		£ 7,774.86	
Scottish Widows Acc*				
	Balance per statement - 01.04.16		£ 2,918.04	
	Outstanding receipts			
	Interest paid @ 1.07.16		£ 2.91	
	Interest paid @ 01.10.16		£ 2.94	
	Less unrepresented chqs			
	NIL		£ -	
	Balance		£ 2,923.89	
	Total Balance			£10,698.75
Cash book Summary				
	Opening Balance 01.04.16		£ 6,372.56	
	Add receipts to date		£ 3,816.53	
	Less payments to date		£ 2,414.23	
	Cash Book Balance @ 31.10.16		£ 7,774.86	
	Balance per Scottish Widows acc		£ 2,923.89	
	Reconciled Balance			£10,698.75
* Statements only received every three months				

- 24.2. **To approve payments and note receipts.**
The following were noted and approved.

Payments made between meetings - none made				
The following payments to be approved				
Chq no	Payee	Purpose	Auth	Cheque value
646	K Sales	Expenses - Oct-Nov 2016	LG(FP)A 1963 s.5	25.65
647	K Sales	Clerk's salary – November 2016	LGA 1972 s.112 (2)	129.99
648	K Sales	Clerk's salary – December 2016*	LGA 1972 s.112 (2)	129.99
649	Grant Thornton	External Audit	LGA 1972 s.111	240.00
650	GAPTC	25% contribution to planning course	LGA 1972 s.111	23.75
651	Party Packs Ltd	Fireworks for Bonfire Night	LA 2011 ss1-5	365.00

652	British Royal Legion	British Legion Poppy Wreath and 6 x wooden Poppy for Armistice Day	LA 2011 ss1-5	20.00
653	Community Heartbeat Trust	2 x set of electrodes for G3 defibrillator @ £30 each + VAT if applicable plus £3 postage.	PHA 1936 s.234	75.00
654	PATA UK	Payroll Services Oct-Dec 2016	LGA 1972 s.111	22.50
655	SLCC	Membership renewal (25% contribution)	LGA 1972 s.143	32.75

* post-dated chq as no meeting in December

25. 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.

Cllr Rimmer informed the meeting that the latest edition of the newsletter was now available and she asked for volunteers to help distribute around the village. The newsletter also contained contact details for Gigaclear (Erica Stanford), and Cllr Rimmer confirmed if anyone had any questions on the service or installation process this should be the person to contact.

A new bench for the playground was also mentioned. This had been listed as a potential project under item 23 of the agenda. It was agreed that this would go on the agenda for next time, meanwhile costs would be researched.

The new councillor Nettie Ekblom requested that an update on the Neighbourhood Watch could be added to the agenda at the January meeting. This was agreed.

Cllr Rimmer informed the meeting that Cllr Broad would be representing the Parish Council at the Remembrance Service. This would take place on the 11th November at 10.45am at the War Memorial, and a service would be held at the Church on the 13th November at 10.15pm.

26. Clerk's Annual Review

This is a confidential item and will be closed to members of the public.

The council were pleased with the clerk's performance over the past year, and it was resolved that her salary would be increased from SCP 20 on the salary scale to SCP 21. The increase would take effect from the 1st November 2016.

The Chairman concluded the meeting at 8.35pm and thanked everyone for their attendance. The next full Parish Council meeting will be held on the 18th January 2017 at the later time of 7.45pm in the Village Hall.

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Chairman

.....
Date