

MINUTES: of a Parish Council Meeting held in Guiting Power Village Hall on Wednesday 14th November 2018 at 7.30pm.

PRESENT: Parish Councillors: Dawn Rimmer (Chairman), Lisa Rose, Else Ogden, Simon Gardner and Dane Dover.

IN ATTENDANCE: Ruth Waller, Clerk
Eight parishioners were present

The public were invited to address the council on specific agenda items as the meeting progressed, if they so wished.

- 1) **To receive and consider apologies for absence.** Apologies were received and accepted from Cllr Ekblom.
- 2) **To receive Declarations of Interest on items on the Agenda. (Localism Act 2011):** None were declared.
- 3) **To receive evidence from Cllr Ekblom regarding allegations made at the Parish Council meeting on 1st Oct 2018 that minutes of previous Guiting Power Parish Council meetings were not a true and accurate records of those meetings and to decide on necessary actions:** In Cllr Ekblom's absence, this item was deferred until the next council meeting
- 4) **To approve the minutes of a Parish Council Meeting held on the 19th September 2018 held in Guiting Power Village Hall and the extraordinary Council meeting held on 1st October 2018 in The Conference Room, Guiting Manor Farms:** Cllr Dover noted the following regarding the agenda for and meeting held on the 1st October:
The agenda item was "To confirm the Parish Council's response in relation to: Appeal Ref: APP/F1610/W/18/3201328, 17/03558/FUL The Old Mill Pond land to The Dyers, Guiting Power – Erection of a dwelling and detached garage." Cllr Dover stated it was in her opinion that what had in fact taken place was a vote on a pre-written statement. A disagreement between Cllrs followed and on two occasions the Clerk asked Cllr Dover to state exactly what she wanted recorded in the minutes. Following suggestion by another Councillor, Cllr Dover agreed on the following statement: **"That Cllr Dover felt that the agenda item from the 1st October was incorrect."**
Action: No further action required for this item.

The minutes of both these meetings were then approved as a true record and duly signed by the Chairman.
- 5) **Clerks' report (incl. Matters arising from the minutes):** The Clerk's report had been circulated to Cllrs prior to the meeting and its contents notes. Cllr Rimmer confirmed that Cllr Powell did not have any specific duties that required delegating.
- 6) **To confirm the date which the Parish Council received notification of the retrospective Planning Application for the Hollow Bottom, as requested by owner:** Cllr Rimmer confirmed to the owner of the Hollow Bottom that she had received notice that the application was to be submitted on the 1st March via an email from District Cllr Richard Keeling followed by email confirmation from the Planning Enforcement Officer on the 2nd July. Cllr Rimmer reminded the meeting that the summary statement of the anticipated application was available to view on the CDC Planning Portal on 2nd July. This had been minuted in previous GPPC minutes and confirmed by the email thread between Cllr Rimmer and the Planning Enforcement Officer, as mentioned previously. However, the

complete application did not appear on the Planning Portal until August. The email evidence was then shown voluntarily to the owner but he did not accept this. He was encouraged to make a freedom of Information request to CDC should he wish to take this matter further.

Action: No further action required on this matter by this Council.

- 7) **To receive comments and concerns from the public:** None raised
- 8) **To co-opt new Councillor onto the Council and to confirm training date for all Councillors:** Two parishioners had expressed an interest in this vacancy prior to this meeting and were present to be considered for co-option. The Chairman felt that it would be unwise to hold a ballot by a show of hands in such a small community. **Council agreed with this proposal not to hold a vote for Co-option by a show of hands.**
The Clerk advised that this Council's Standing Orders did not allow for a secret ballot and as such the voting could only take place with a show of hands. Following the Clerk's advice, **Council resolved to defer the Co-option to the next council meeting.**
Council also agreed that a review of their current Standing Orders in relation to the voting process be actioned and agreed at the next Council meeting.
Action: Clerk to research this matter further and, if required, to amend Standing Orders in preparation for their approval at the next Council meeting.

7.54pm: At this point in the meeting, Cllr Rimmer left the room and the Clerk and Cllr Rose adjourned the meeting. The meeting was reconvened at 7.58pm.

It was confirmed that bespoke councillor training had been arranged with Kim Bedford to be held on 12th December, commencing at 6.30pm.

- 9) **To consider the feasibility of this Parish Council recording all its future meetings:** This item had been proposed by Cllr Ekblom. Following, a short discussion regarding this option, the Clerk advised that further research into the feasibility and possible cost implications was necessary. It also required clarification from Cllr Ekblom whether this recording was for formal use by the Parish Council or personal use by a member of the public. As more information was required on this item, it was deferred to the next Council meeting to be held in January.
Action: Cllr Ekblom to provide a more detailed proposal to the Council.
Action: Clerk to research the feasibility and cost implications for this council to record all its future meetings.
- 10) **To provide Highways Update, including:**
- i) Missing fingerpoint road signage directing to Winchcombe at Roel Cross Roads still awaiting replacement. This was now causing issues for lorry drivers.
A broken drain cover on Winchcombe Road outside West End cottage was also reported.
Action: Clerk to report both these to Gloucestershire County Council Highways Department
 - ii) Update regarding re-positioning of salt bins: Cllr Gardener confirmed the new locations for the salt bins as follows:
 - a) Roel Crossroads,
 - b) far end of Castlett Street and
 - c) Outside the double gates at the Stonemasons.
- 11) **To confirm arrangements for this year's village Christmas Tree:** Cllr Ogden confirmed that a Tree had now been purchased. **Council approved the £25 cost for this.** Cllr Ogden then gave some further details relating to the decorating of the tree by children in Guiting Power.

12) To consider Clerk's recommendations regarding the current website page: The Clerk proposed some recommendations to Council regarding the archiving of minutes on the website and the possibility of the Parish Council having its own website in the future.

Action: Clerk to liaise with Geoff Cuthbert in regard to the continuing improvement of the current website and to investigate the cost of setting up a new website for the Parish Council.

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

For consideration:

- i) Tree Preservation Order TPO 18/00006: Land lying to the southeast of Moor Cottage, Guiting Power, Cheltenham 2018: **Council had no objection to this order**
- ii) Licensing Application Consultation C/18/01306/PRMA: Application for new premises License at The Old Post Office, The Square, Guiting Power under the Licensing Act 2003: The applicant confirmed the hours of licensing for the premises and that alcohol would only be served to customers who had purchased food. **Council agreed there was no objection to this application.**

For noting:

- i) 18/03438/TCONR | T.1 - Silver Birch - remove leaning limb; 50% crown reduction on remaining straight limb | 2 The Gardens Guiting Power. Gloucestershire GL54 5TZ: No objection
- ii) 18/03439/TCONR | T.1 - Silver Birch - 50% crown reduction; T.2, 4 & 5 - Cherry - fell to stump | 1 The Gardens Guiting Power Cheltenham Gloucestershire GL54 5TZ: No objection
- iii) 18/03397/TCONR 3 x Cypress Trees - fell The Green The Square Guiting Power: No objection
- iv) 18/03137/FUL Conservatory, Ruff Rise Castlett Street, Guiting Power GL54 5US: Application permit
- v) 18/02301/FUL | Erection of area of raised decking and detached building (outside bar) to the rear of the premises (Retrospective) | Hollow Bottom Guiting Power Cheltenham: Application permit

Also noted was planning application 18/04161/FUL | Replacement of existing concrete garage with new oak framed garage and car port | Ruff Rise Castlett Street Guiting Power Cheltenham Gloucestershire GL54 5US: This application was not on the agenda, so Council were unable to make any comment in relation to it. **Council agreed that it was not necessary to call another meeting to consider this application.**

14) To provide update following annual Bonfire Night and Remembrance Service: Cllr Rimmer confirmed both events had been well attended. The risk assessment for the Bonfire and Fireworks event was successfully completed and £195 profit had been made from this event. It was noted that the road closure for the Remembrance Service had a positive impact for those attending and the Clerk was thanked for organising this.

15) To receive correspondence and agree response:

- HONC: in Guiting Power April 13th+14th 2019: no response required but confirmation is required whether route includes Roel crossroads and, if so, the organisers will be requested to remove all gravel at the bottom of the hill.
- GAPTC: Subs fee has increased to £32.49 per parishioner but there is a 15% discount for this Council as the Clerk is CiLCA qualified and the Council has Foundation status.

16) Finances

- a) To approve current state of accounts. These were approved and a bank reconciliation performed.

GUITING POWER PARISH COUNCIL			
BANK RECONCILIATION AT 14th November 2018			
Period to 12th November 2018			
Lloyds Current Acc: 00896036		£	£
Balance per statement -	5.11.18	£6,960.80	
Outstanding receipts			
		£ -	
Less unrepresented chqs			
		£ -	
Balance		£ 6,960.80	
Scottish Widows Acc*			
Balance per statement -	01.07.18	£ 2,926.97	
Receipts			
Less unrepresented chqs			
NIL		£ -	
Balance		£ 2,926.97	
Total Balance			<u>£9,887.77</u>
Cash book Summary			
Opening Balance	01.04.18	£ 5,164.51	
Add receipts to date		£ 4,140.00	
Less payments to date		£ 2,343.71	
Cash Book Balance @15.09.18		£ 6,960.80	
Balance per Scottish Widows acc		£ 2,926.97	
Closing Reconciled Balance			<u>£9,887.77</u>

b) **To consider proposed budget, as circulated to Cllrs.** The budget had been circulated to councillors prior to the meeting. **Following brief deliberation, the budget was approved by Council as follows:**

Precept	3585.00
Council tax Grant	0.00
Donation	5126.00
Donation	625.00
Donation	20000.00
	29336.00
Clerk's Salary	2221.00
Admin expenses	250.00
Insurance	600.00
Audit costs	280.00
Defibrillator costs	75.00
Room Hire	150.00
	3576.00
Donations	0.00
Sec. 137	0.00
Training	275.00
Subscriptions	250.00
Equipment	500.00
Newsletter	80.00
Playground	5125.00
Xmas Tree	50.00
Wreath	20.00
Fireworks	625.00
Playground (stage 2)	20000.00
Annual assembly	50.00
	26975.00

In line with the budget, Cllr Rimmer proposed that the Precept was increased by 2% (as shown above) for 2019-20. **Council unanimously agreed to the precept being increased by 2% to £3585.**

c)The following payments were approved:

Payments made between meetings - none made				
The following payments to be approved				
Chq no	Payee	Purpose	Auth	Cheq value
733	G. Cuthbert	Fireworks	LGA 1972, s.145	£750
734	R. Waller	Admin expenses	LG(FP)A 1963	£16.50
735	Guiting Manor Farms	Room hire	LGA 1972, s.111	£8
736	D. Rimmer	Newsletter Printing	LGA 2011, ss1-5	£29.99
737	M. Edwards	Trumpeter (Remembrance service)	LGA 2011, ss1-5	£30.00
738	R. Waller	Salary September - December	LGA 1972, s.112(2)	TBC
739	HMRC	Tax	LGA 1972, s.111	TBC

19) For information only: The following matters were raised:

- Possible sign for Defibrillator: Costs for this would need to be considered.
Action: to be included on next Agenda.
- Castlett Street: "20 is plenty" signs: **Clerk to request 2 more signs from GCC.**
- The PCC is now fundraising for the Community Toilet and a just giving page has been created.

The Chairman concluded the meeting at 8.40pm and thanked everyone for their attendance. The next full Parish Council meeting will be held on the 23rd January 2019 at 7.30pm in the Village Hall.

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Chairman

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Date