

MINUTES: of a Parish Council Meeting held in Guiting Power Village Hall on Wednesday 4th July 2017 at 7.30pm.
PRESENT: Parish Councillors: Dawn Rimmer, Nick Powell, Else Ogden and Nettie Ekblom
IN ATTENDANCE: Kate Sales, Clerk
Two parishioners were present

Members of the public were welcomed to attend and invited to address the council at item 4 on the agenda 4 on the agenda.

- 1) **To receive and consider apologies for absence.** Apologies received from Cllr Rose.
- 2) **To receive Declarations of Interest on items on the Agenda. (Localism Act 2011).** Cllr Rimmer declared an interest in Attwoods Patch at item 15 on the agenda, as it was a neighbouring property to her own.
- 3) **To approve the minutes of the Annual Parish Council Meeting held on the 9th May 2018 in Guiting Power Village Hall.** These were approved and signed as a true record.
- 4) **To receive comments and concerns from the public.** No comments were raised.
- 5) **Matters arising from last meeting's minutes**
 - Defibrillator training was carried out on the 02.06.18. This was a well-attended event with around 20 people. The Parish Council would look to repeat a refresher course every 2-3 years if funds allowed.
 - Annual Return Exemption Certificate submitted to the auditors
 - Exercise of Public Rights and accompany documentation published on website.
 - Fete held on the 16th June 2018
- 6) **To accept resignation of Cllr Roseblade.** It was noted that Cllr Roseblade had resigned between meetings. The Chair took the opportunity to thank her for all her hard work on the Council and wished her all the best for the future. The Chair asked Councillors to decide before the next meeting who would take over Cllr Roseblade's ongoing projects, namely the dog mess campaign.
- 7) **Playground Update.** Routine inspections had been carried out and there were no new items to report. The grass had been removed and new sand added to the sand pit as per the recommendations by RoSPA.
- 8) **Highways Update.**
 - Work undertaken since last meeting :**
 - Village Square white lines completed and 'SLOW' moved to centre of road.
 - Dyers Triangle white lines repainted. (Now needed repainting as it had been dug up by Utilities roadworks)
 - Outstanding work to be completed**
 - Kerbing at Post Office corner – this was a long-term project that Highways would be looking into. It was therefore decided that this would be removed from the agenda until a solution was found.
 - Drain clearing – this and the gully clearance had been completed.

- Kerbing & white lines at Chapel Ash. County Councillor Moore would be contributing £1500 towards the **temporary** 'Village Gate' signs and the residents £500.
- Finger sign post for Winchcombe at Roel Gate Crossroads. Been requested again and waiting to hear when sign would be erected.
- Review of HGV signs at Foxhill junction. Highways were looking into having these signs removed as there was no evidence they had helped Barton Bridge in anyway.

9) **To discuss possible new location for blue salt bins currently located on Winchcombe Road.** The Snow Warden was not present so this item was moved to the September's meeting agenda.

10) **To discuss winter maintenance update from Amey and additional bagged salt for winter 2018/19.**
ACTION: The Clerk to contact the Snow Warden to discuss these items and inform Highways.

11) **To co-opt two new councilors onto the Council.** Following the published notice of vacancy and no requests being received, the Parish Council co-opted Sarah-Jane (Dane) Dover to the Council. Cllr Dover signed her office of acceptance and joined the meeting.

12) **To adopt a new General Data Protection Regulation Policy and Privacy Policy.** These were approved and the Parish Council resolved to adopt them.
ACTION: Clerk to publish these policies on the website.

13) **To adopt an Information Security Policy.** This was approved and adopted by the Parish Council.
ACTION: Clerk to publish this policy on the website.

14) **To accept Clerk's resignation (notice given until 31st August) and clarify recruitment process.** The Clerk's resignation was accepted. An advert for the position had been published on the GAPTC website and Cllrs Powell and Rimmer would interview the successful candidates.

15) **To consider and note planning applications and agree responses:**

For consideration

Attwoods House Guiting Power Cheltenham (18/02033/FUL) - Rear extension and rebuilding of outbuilding.

It was noted that this was a historic building for the village, however the Parish Council decided that if the replacement would look exactly like the original then they had no objections to the application.

ACTION: Clerk to notify Cotswold District Council.

For noting

Attwoods Patch Guiting Power (18/02176/TCONR) 3 x European Larch - fell - 3

St Michaels Church Church Lane Guiting Power (18/02208/TCONR) T.1 - Cedrus; T.2 - Cedrus.
Prune trees as detailed on application form Cotswold District Council - No objection

Enforcement

No enforcements to note at present

16) **To receive correspondence and agree response**

- GAPTC AGM invitation - 21st July at Highnam at 10am – no action to take.
- UK Cycling events notification of race on Saturday 1st September 2018. Part of the route was through village. The Chair had contacted the event organisers to point out that no risk assessment had been undertaken for this part of the route. This route had recently seen fatalities on a similar event. No response from the organisers had been received.

- GRCC offer for Neighbourhood Planning presentation – The council decided it did not want to take up the offer on this yet but would re-consider when looking at their village design plan next year.

17) Finances

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

GUITING POWER PARISH COUNCIL - BUDGET vs EXPENDITURE FOR 2018-19									
			Actual	Antic.	Antic. Total	Remainder	Actual	Antic.	Total
			Spend	Spend	Spend	of Budget	Income	Income	Income
		Budget	to	from	to		to	from	to
		2018/19	30.06.18	01.07.18	31.03.18	+ / -	30.06.18	01.07.18	31.03.19
Precept		3515.00					2637.00	878.00	3515.00
Council Tax Support Grant		0.00					0.00	0.00	0.00
Bank interest							0.00	0.00	0.00
VAT refund		160.00					0.00	116.00	116.00
Other		0.00					0.00	0.00	0.00
TOTAL		3675.00							
Staff Costs		2232.00	564.76	1667.00	2231.76	0.24			
Admin expenses		450.00	47.24	225.00	272.24	177.76			
Insurance		460.00	526.30	0.00	526.30	-66.30			
Audit Costs		280.00	0.00	160.00	160.00	120.00			
Meeting room hire		280.00	0.00	125.00	125.00	155.00			
Subscriptions		250.00	131.22	50.00	181.22	68.78			
Training		275.00	210.00	65.00	275.00	0.00			
Maintenance costs		350.00	66.50	283.50	350.00	0.00			
Donations		200.00	0.00	200.00	200.00	0.00			
section 137		0.00	0.00	0.00	0.00	0.00			
Equipment		250.00	0.00	250.00	250.00	0.00			
Newsletter		120.00	0.00	120.00	120.00	0.00			
VAT Paid		160.00	13.30	100.00	113.30	46.70			
Other		570.00	0.00	0.00	0.00	570.00			
Annual Assembly		100.00	33.27	0.00	33.27	66.73			
Reserve (playground)		1212.91	0.00	0.00	0.00	1212.91			
TOTALS		7189.91	1592.59	3245.50	4838.09	2351.82	2637.00	994.00	3631.00
Reserves as at 1.4.18					£5,164.51				
Income during year					£3,631.00				
Plus Scottish Widow acc (Reserve)					£2,926.90				
Expenditure during year					£4,838.09				
Minus Playground funds held in reserve					£1,212.91				
Antic. reserves at year end (inc Scot Widows)					£5,671.41				
Balance to carry forward					£2,744.51				

BANK RECONCILIATION AT 31st May 2018

BANK RECONCILIATION AT 31st May 2018			
Period to 31st MAY 2018			
Lloyds Current Acc: 00896036			
		£	£
Balance per statement - 31.05.18		£ 6,454.68	
Outstanding receipts		£ -	
Less unrepresented chqs			
	719	£ 189.49	
	721	£ 33.27	
	706	£ 3.00	
	700	£ 20.00	
		£ 245.76	
Balance		£ 6,208.92	
Scottish Widows Acc*			
Balance per statement - 01.04.18		£ 2,926.83	
Receipts			
Interest paid @ 1.04.18		£ 0.07	
Less unrepresented chqs			
NIL		£ -	
Balance		£ 2,926.90	
Total Balance			£9,135.82
Cash book Summary			
Opening Balance 01.04.18		£ 5,164.51	
Add receipts to date		£ 2,637.00	
Less payments to date		£ 1,592.59	
Cash Book Balance @ 31.05.18		£ 6,208.92	
Balance per Scottish Widows acc		£ 2,926.90	
Closing Reconciled Balance			£9,135.82

- To approve payments and note receipts. These were approved.

Payments made between meetings - none made				
725	Community Heartbeat Trust	Defibrillator training on 02.06.18	LGA 1972 s.111	210.00
The following payments to be approved				
Chq no	Payee	Purpose	Auth	Cheq value
726	K Sales	Expenses - June – August 2018	LG(FP)A 1963 s.5	38.15
727	K Sales	Clerk's salary – July 2018	LGA 1972 s.112 (2)	189.49
728	K Sales	Clerk's salary – August*	LGA 1972 s.112 (2)	189.49
729	D Rimmer	Printing of Newsletter	LGA 1972 s.143	33.99
730	GAPTC	Internal Audit	LGA 1972 s.150(2)	160.00
731	GP Village Hall	Annual hire of room for meetings	LGA 1972 s.134(4)	125.00
732	PATA UK	Payroll July-August	LGA 1972 s. 111	15.00

* Post dated cheque as no meeting in August

18) 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 of a retrospective planning application being submitted by the Hollow Bottom Public House. The following was currently displayed on the planning portal and Cllr Rimmer stressed that she was doing all she can to ensure that this would come to the Parish Council for consultation. This would either be an agenda item for the September meeting OR an extra ordinary council meeting would be called.

'This is a retrospective planning application to alter the beer garden at the rear of the property from a wood chipped and graveled area to a raised decked are and the erection of a wooden hut to be used an outside bar. The decking is raised 200mm from the ground at the front and steps down to the rear to follow the slope of the ground. We have also erected wooden hut that serves as a beach bar, this does not have any permanent foundations and sits on the decking. We have been asked by the planning enforcement team to submit an application for consideration. would like to point out that the alteration has not only improved the appearance of the beer garden but has also increased trade, tourism and employment in the local area and is seen as a go to destination in the summer months.'

No other matters were raised.

The Chairman concluded the meeting at 8.10pm and thanked everyone for their attendance. The next full Parish Council meeting will be held on the 19th September 2018 at 7.30pm in the Village Hall.

.....
Chairman

.....
Date