

- MINUTES:** of a Parish Council Meeting held in Guiting Power Village Hall on Wednesday 1st March 2017 at 7.30pm.
- PRESENT:** Parish Councillors: Dawn Rimmer, Lisa Rose, Else Ogden and Rebekah Roseblade
- IN ATTENDANCE:** Kate Sales, Clerk
- One parishioner was 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 and Cllr Ekblom.
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 18th January 2017.**
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.
5. **Matters arising from the last Minutes**
 - New logo being rolled out across all parish council's documentation.
 - Replacement of 'Not Suitable for HGV' signs with 'ACCESS ONLY' signs being considered by Highways.
 - Resident's request for '20 is plenty', sign at Castlett Street – awaiting sign from Highways.
 - Liner for salt bin at the Old Bakery purchased and delivered, awaiting installation.
 - Information on rural crime in the parish submitted to GAPTC for the Police & Crime Commissioner.
 - Buckingham Palace nomination submitted.
6. **To consider and note planning applications and agree responses:**

For consideration

For noting

Proposed removal of the Telephone Box at The Guest House, Guiting Power (GL54 5TZ) - 01451850211. Cotswold District Council have objected to the application. BT confirmed box would not be removed.

Enforcement - none

7. **Footpath Warden Update.** No update as warden not present.
8. **Playground Management Update.** Cllr Rose reported that the equipment was all in good order. However, there had been a minor incident of vandalism where a large tree trunk that was used as a bench had been rolled into the sandpit. This had now been re-situated with a slight trench dug underneath it to stop a similar incident happening again.
9. **Highways Update** - No items to report.
10. **Guiting Watch Update** – It was noted the scheme was due to be promoted in the next newsletter. It was also agreed that a sign-up form for the scheme would be available at the Annual Assembly in order to try and gauge the amount of public interest.
11. **To confirm arrangements and budget for the Annual Assembly on the 15th March 2017.**
It was confirmed that the Assembly would follow the same procedure as last year; presentation of reports from various groups and then an informal gathering of residents and councillors with refreshments provided.
ACTION: Clerk to prepare agenda, Chair to put up notice and prepare a sign-up sheet for the Guiting Watch scheme. Cllr Roseblade agreed to provide a noticeboard so reports could be displayed. Cllr Rose to sort refreshments.
12. **To confirm the Parish Council meeting dates for 2017/18.**
The following dates were approved by Council. July 5th 2017, September 20th 2017, November 15th 2017, January 17th 2018, March 14th 2018 (Annual Assembly) and 9th May 2018 (Annual Parish Council Meeting).
13. **To discuss the proposed memorial bench and costs.**
It was agreed that a memorial bench would be purchased and situated near the playground. Individual commemorative brass plaques could then be fixed to it. It was agreed that the bench would be joint funded by the Parish Council and the Social Group. The bench would have the following wording inscribed on the back, 'Donated by Guiting Power Parish Council and Social Group'. The cost of £469.95 incl VAT was agreed. The first plaque for the bench was in memory of Ray Sheasby.
ACTION: Chair to purchase bench and plaque.
14. **To confirm Clerks hours are at 4 hours per week.**
This was confirmed and approved to start at the 1st April 2017.
15. **To review Scottish Widows Account following the reduction in interest rate charges and to look at possible other accounts including the Easy Access Business Saver from The Cambridge Building Society.**
After discussion it was agreed not to change the Parish Council's reserve account from Scottish Widows. The decision was due to the fact that even though there was a difference in the interest rates, (Scottish Widows 0.01% and The Cambridge Building 0.15%), the amount of money in the account would be so small that the increase gained was negligible. It was however agreed to review the account on an annual basis in case better offers became available.

16. Finances

- 16.1. To receive current state of accounts and bank reconciliation. Statement of accounts was accepted and approved. A bank reconciliation was performed and approved.

BANK RECONCILIATION AT 31st January 2017				
Period to 31st January 2017				
Lloyds Current Acc: 00896036		£		£
Balance per statement - 31.01.17		£	6,622.80	
Outstanding receipts				
		£	-	
Less unrepresented chqs				
	658	£	134.72	
		£	134.72	
Balance		£	6,488.08	
Scottish Widows Acc*				
Balance per statement - 01.04.16		£	2,918.04	
Receipts				
Interest paid @ 1.07.16		£	2.91	
Interest paid @ 01.10.16		£	2.94	
Interest paid @ 01.01.17		£	2.06	
Less unrepresented chqs				
NIL		£	-	
Balance		£	2,925.95	
Total Balance				£9,414.03
Cash book Summary				
Opening Balance 01.04.16		£	6,372.56	
Add receipts to date		£	4,120.70	
Less payments to date		£	4,005.18	
Cash Book Balance @ 31.01.17		£	6,488.08	
Balance per Scottish Widows acc		£	2,925.95	
Reconciled Balance				£9,414.03
<i>* Statements only received every three months</i>				

GPPC EXP vs BUDGET 2016-17			GUITING POWER PARISH COUNCIL							
AS AT 28.02.17										
		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	
			28.02.17	01.03.17	31.03.17	+ / -	28.02.17	01.03.17	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							304.17	0.00	304.17	
TOTAL		3593.00								
Staff Costs		1700.00	1767.19	-67.19	1700.00	-67.19				
Admin expenses		350.00	274.07	75.93	350.00	75.93				
Insurance		430.00	447.76	0.00	447.76	-17.76				
Audit Costs		200.00	280.00	0.00	280.00	-80.00				
Meeting room hire		200.00	122.50	77.50	200.00	77.50				
Subscriptions		250.00	160.49	89.51	250.00	89.51				
Training		275.00	178.93	96.07	275.00	96.07				
Maintenance costs		400.00	207.00	193.00	400.00	193.00				
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	73.98	36.99	110.97	46.02				
VAT Paid		160.00	118.63	41.37	160.00	41.37				
Other		20.00	324.17	0.00	324.17	-304.17				
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	4005.18	1392.72	5397.90	2212.73	4120.70	0.00	4120.70	
Reserves as at 1.4.16					£6,372.56					
Income during year					£4,120.70					
Plus Scottish Widow acc (Reserve)					£2,923.89					
Expenditure during year					£5,397.90					
Playground funds held in reserve					£1,212.91					
Antic. reserves at year end (inc Scot Widows)					£6,806.34					

16.2. To approve payments and note receipts. The following were payments and receipts were noted and approved.

Payments made between meetings - none made				
The following payments to be approved				
Chq no	Payee	Purpose	Auth	Cheque value
661	PATA	Payroll services – Jan-Mar 2017	LGA 1972 s.111	22.50
662	D Rimmer (paid on behalf of PC)	British Bins Ltd - Liner for grit bin at The Old Bakery	LA 2011 ss 1-5	162.00
663	GAPTC	'Preparing for Audit' Course	LGA 1972 s.111	12.50
664	K Sales	Clerk's Salary - March	LGA 1972 s.112 (2)	165.08
665	K Sales	Clerk's salary – April 2017*	LGA 1972 s.112 (2)	176.79
666	E Ogden	Christmas Tree & decorations	LA 2011 ss1-5	67.02
667	ICO	Data Protection renewal	LGA 1972 s.143	35.00

* post-dated chq as no meeting in April

17. To receive correspondence and agree response

- Harris Ethical – notice that temporary signs were being displayed in the village to promote the 'Parish Lift' car-sharing scheme. These signs had been approved by Highways and would be on display for a week before moved to another parish. *For information only, no action needed.*

18. For information only

No items were raised.

The Chairman concluded the meeting at 8.05pm and thanked everyone for their attendance. The next meeting will be the Annual Assembly. This will be held on the 14th March 2017 at 7.30pm in the Village Hall.

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