

CLERK: Kate Sales, 5 Okus Road, Charlton Kings Cheltenham. GL53 8DU
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- 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

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Date