

MINUTES: of a Parish Council Meeting held in Guiting Power Village Hall on Wednesday 18th January 2017 at 7.45pm.

PRESENT: Parish Councillors: Dawn Rimmer, Lisa Rose, David Broad, Annette Ekblom 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

1. **To receive apologies for absence.** Apologies received and accepted from Cllr Powell & Cllr Ogden.
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 9th November 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. **Matters arising from the last Minutes**
 - Clerk written letter of support for The Trust's planning application for the old garage site at Tally Ho Lane.
 - Harris Ethical contacted and information on lift-sharing scheme to replace bus service made available on website
 - Replacement and spare electrodes for defibrillator ordered. Order received.
6. **To consider and note planning applications and agree responses:**

For consideration

Grange Hill Farm Naunton (16/05344/FUL) - Proposed extensions and alterations. The Parish Council had no objections to this application.

For noting

Guiting Manor Farms Guiting Power (16/03119/FUL) - Proposed agricultural storage building. Cotswold DC have permitted this application.

Proposed removal of the Telephone Box at The Guest House, Guiting Power (GL54 5TZ) - 01451850211. Cotswold District Council have objected to the application. It was noted to bring this item back to the next meeting once a decision from BT had been made.

Enforcement

No enforcements to note at present.

7. **Footpath Warden** – There was no local information to update the Parish Council on.

8. Playground Management – update

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

9. Highways Update

- Castlett Street patching has been completed.

Issues raised at meeting were:

- New NOT SUITABLE FOR HGV signs had appeared at the Foxhills junction which have been causing big problems for the businesses in the village. The Parish Council had not requested them, although they appreciated they helped to reduce large traffic through the village, but they did not want to create difficulties for local businesses.

ACTION: Contact Highways to change the signs to ACCESS ONLY ones so that those trucks that are delivering to the village can go past.

- The Chair had received a complaint from a resident in Castelett Street about speeding vehicles and whether the speed limit could be reduced. It was noted that the current speed limit for this road was 30mph and councillors felt that there was not enough evidence to reduce the speed limit further at this time. However it was agreed that if possible one of the village's '20 IS PLENTY' signs could be moved to the top of the road.

ACTION: Chair to inform resident of solution and see if it was possible to move the sign.

10. Salt bins and winter maintenance update.

- Liners for bunker at The Old Bakery. Liners have been measured and a budget of £150 was agreed for this item.

11. Approval of Parish Council's new logo

The new logo was approved by the Parish Council. The Council thanked Mr Cuthbert for his work on this.

ACTION: The new logo to be rolled out over the coming months on the Parish Council's website and documentation.

12. Church Lane property maintenance request to The Trust regarding outside light.

The Chair informed the meeting that this had now been fixed. She thanked The Trust for carrying out the work.

13. Budget & Precept Planning for 2017/18.

The following budget was considered and discussed. After consideration, the Parish Council resolved to set its precept for 2017/18 at £3380.00. It was noted that this would be an increase of £680 for the year. However, as the Parish Council had not increased its precept for a number of years it was agreed that this increase was necessary if the Parish Council wanted to continue to fund projects that were of benefit to the village.

	Budget 2016/17	Antic. Total	Remainder	Total	Proposed budget for 2017/18	
		Spend to 31.03.17	of Budget to to date + / -	Income to 31.03.17	Budget	4% increase £
Precept	3250.00			3250.00	3380.00	
Council Tax Support Grant	183.00			183.00	123.00	
Bank interest	0.00			0.00		
VAT refund	160.00			383.53	160.00	
Other				304.17	0.00	
TOTAL	3593.00				3663.00	
Staff Costs	1700.00	1700.00	254.82		1880.00	
Admin expenses	350.00	350.00	99.25		350.00	new rate as agreed at Nov meeting
Insurance	430.00	447.76	-17.76		430.00	
Audit Costs	200.00	280.00	-80.00		280.00	
Meeting room hire	200.00	200.00	77.50		200.00	
Subscriptions	250.00	250.00	89.51		250.00	GAPTC, SLCC ICO, GPFA
Training	275.00	275.00	96.07		275.00	Full council training, clerk transparency code
Maintenance costs	400.00	400.00	337.00		400.00	
Donations	600.00	600.00	600.00		300.00	reduced as CP now running
section 137	0.00	0.00	0.00		0.00	
Equipment	200.00	200.00	200.00		250.00	New salt bin £250, Bench & plaque £300
Newsletter	120.00	73.98	83.01		120.00	
VAT Paid	160.00	160.00	41.37		160.00	
Other	20.00	324.17	-304.17		70.00	Xmas tree £50, wreath £20
Annual Assembly	100.00	100.00	49.54		100.00	
Reserve (playground)	1212.91	0.00	1212.91		1212.91	
TOTALS	6217.91	5360.91	2739.05	4120.70	6277.91	
Reserves as at 1.4.16		£6,372.56		£	3,919.44	Estimated reserves at 1.4.17 (ex Scot Widows)
Income during year		£4,120.70		£	3,663.00	Income during year
Plus Scottish Widow acc (Reserve)		£2,923.89		£	6,277.91	Expenditure during year
Expenditure during year		£5,360.91		£	1,212.91	Playground funds held in reserve
Playground funds held in reserve		£1,212.91		£	91.62	Operating balance at year end
Antic. reserves at year end (inc Scot Widows)		£6,843.33			2923.89	Plus Scottish Widow acc (Reserve)
				£	3,015.51	End of year balance

ACTION: Clerk to submit precept request to Cotswold District Council.

14. Training courses

- Preparing for Audit for clerk. Weds 22.02.17. 25% of cost is £12.50. It was agreed that the Clerk should attend this course and the Parish Council were happy to pay the cost.
- Being a Better Councillor – Wed 01.03.17 9.30am-4.30pm Bishops Cleeve. Cost £95 per person. No new councillors were able to attend the event. It was decided to see whether any future dates would be suitable.

15. Finances

15.1. 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 31.12.16									
	Budget	Actual Spend to 31.12.16	Antic. Spend from 01.01.17	Antic. Total Spend to 31.03.17	Remainder of Budget to date + / -	Actual Income to 31.12.16	Antic. Income from 01.01.17	Total Income to 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	1445.18	254.82	1700.00	254.82				
Admin expenses	350.00	250.75	99.25	350.00	99.25				
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	63.00	337.00	400.00	337.00				
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	36.99	73.98	83.01				
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	3478.86	1882.05	5360.91	2739.05	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				£ 5,360.91					
Playground funds held in reserve				£ 1,212.91					
Antic. reserves at year end (inc Scot Widows)				£ 6,843.33					

BANK RECONCILIATION AT 31st December 2016				
Period to 31st December 2016				
Lloyds Current Acc: 00896036				
			£	£
	Balance per statement - 31.12.16		£ 7,144.39	
	Outstanding receipts			
			£ -	
	Less unrepresented chqs			
	648	£ 129.99		
			£ 129.99	
	Balance		£ 7,014.40	
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	
	Less unrepresented chqs			
	NIL		£ -	
	Balance		£ 2,923.89	
	Total Balance			£9,938.29
Cash book Summary				
	Opening Balance 01.04.16		£ 6,372.56	
	Add receipts to date		£ 4,120.70	
	Less payments to date		£ 3,478.86	
	Cash Book Balance @ 31.12.16		£ 7,014.40	
	Balance per Scottish Widows acc		£ 2,923.89	
	Reconciled Balance			£9,938.29
<small>* Statements only received every three months</small>				

15.2. To approve payments and note receipts

The following were payments and receipts were noted and approved.

- Contribution towards Bonfire Night event of £304.17 from the Guiting Power Social Group

Payments made between meetings - none made				
The following payments to be approved				
Chq no	Payee	Purpose	Auth	Cheque value
656	K Sales	Expenses - Dec 16- Jan 17	LG(FP)A 1963 s.5	23.32
657	K Sales	Clerk's salary – January 2017 + OT + new rate adjustment	LGA 1972 s.112 (2)	187.29
658	K Sales	Clerk's salary – February 2017*	LGA 1972 s.112 (2)	134.72
659	D Rimmer	Newsletter printing	LGA 1972 s.142	36.99
660	Mr P Weale	Grass cutting for period Mar-Sept 2016	HA 1980 s.96	144.00

* post-dated chq as no meeting in February.

16. To discuss possibility of a new bench for the playground.

The costs surrounding a memorial bench were discussed and it was agreed that these were quite high. It was noted that the Social Group had agreed to be part of the project. It was agreed that Councillors would look into other commemorative ideas and options before a decision was reached.

ACTION: Councillors to research other options and bring them back to the next meeting.

17. Neighbourhood Watch update by Cllr Ekblom

Cllr Ekblom informed the meeting that following her research it seemed the formal Neighbourhood Watch Scheme was not as popular as it used to be. Other local parishes now used their own independent schemes and she felt this would be the right way forward for Guiting Power. The Council agreed with Cllr Ekblom's proposals and it agreed that the scheme should be publicised so residents could sign up if they so wished. A database of contacts would be established and a co-coordinator for the village would liaise with the local police. It was agreed that the scheme would be called 'Guiting Watch'

ACTION: Cllr Ekblom to write a piece for the next newsletter and to draft the information on the local parish website. A dedicated email address for the Watch scheme would be created.

18. To review Village Christmas Tree project

Cllr Rimmer reported that the event had been a great success with some very positive feedback. It was agreed that the event would run again next year, and Cllr Ogden had already agreed to co-ordinate the event again. The Chair took the opportunity to thank Cllr Ogden for all her hard work in organising the event; Wayne Rose and Martin Smith for constructing the permanent concrete standing; Chris & Margaret Hayes for use of their electricity for the lights; Roger Swallow for completing the electrical work this year, donating new Christmas Tree lights and for his offer to carry out all the electricals next year.

19. To receive correspondence and agree response

- Gloucestershire Playing Fields Ass – Winter edition of newsletter. No action needed, for information only.
- NALC announcement regarding precept increases – no capping on increases for current year. No action needed, for information only.
- GAPTC - Buckingham Palace Garden party nominations. It was agreed to nominate Mike Edwards. *ACTION: Clerk to submit nomination to GAPTC.*
- Scottish Widows – Interest rate change was 0.15% AER From 23.02.17 will be 0.01% AER. No action taken at present. Other accounts to be researched to see if a better rate could be found. *ACTION: Add as agenda item for next meeting.*
- December report received and circulated from County Cllr Nigel Moor. No action needed, for information only.
- GAPTC feedback request on Police and Crime Commissioner engagement events/meetings within the P&TC sector. Following feedback from Guiting Manor Farm it was agreed that the Parish Council would submit information on rural crime to GAPTC. *ACTION: Clerk to submit information.*
- Cotswold Hare Trail. The Parish Council decided that no action was needed.
- Cotswold District Council – Cotswold District Local Plan 2011-2031 public consultation meeting dates. Poster advertising dates of public meetings to be put on the Village Noticeboard.

20. For information only
No items were raised.

The Chairman concluded the meeting at 8.30pm and thanked everyone for their attendance.

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Chairman

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Date