

GOTHERINGTON PARISH COUNCIL

MINUTES OF MEETING HELD ON 9 JANUARY 2018

Venue: Rex Rhodes Building, Gotherington.

Present: Vice Chairman, Howard Samuels, Lewis Harmer, Bev Osborne, Eddie McLarnon and Caroline Ryman

Attendees: Clerk/RFO, Jules Owen, B. Cllr. Mel Gore and 5 members of the public

Minute Ref.	Details	Actions
9.1.18.1	Election of Chairman – Only one nomination received for chairman. Cllr. Samuels was proposed by Cllr. Ryman as chairman, this was seconded by Cllr. McLarnon and he was unanimously elected.	
9.1.18.2	Election of Vice Chairman – Two nominations received: Cllrs. McLarnon and Churchill. Clerk conducted a vote, result was in favour of Cllr. Churchill. He was proposed by Cllr. Osborne, seconded by Cllr. Harmer and duly elected as vice chairman.	
9.1.18.3	Received and accepted apologies for absence from Cllrs. Churchill, O’Gorman and C. Cllr. Rob Bird.	
9.1.18.4	No declarations of interest were received and clerk confirmed meeting was quorate. Members of public agreed they were not intending recording the proceedings.	
9.1.18.5	Minutes of Parish Council Meeting held on 12 December 2017 were not signed as an issue with the Budget Monitoring Report had been identified which would be corrected and minutes would be signed at the next parish council meeting.	
9.1.18.6	Received resignation from Martin Oxley due to work commitments, therefore now have two vacancies for parish councillors. It was agreed to distribute a poster clerk had prepared and also promote vacancies on Facebook too.	
9.1.18.7	Chairman proposed and agreed Clerk's Report circulated prior to the meeting and updated as follows:	Clerk to send bank account details to Cllr. Osborne

Minute Ref.	Description	Latest update
15.05.09.1	Manor Lane Flooding	Amey camera inspection carried out. Awaiting remedial work. Clerk chased on 5.12.16 Clerk to chase and get progress report – 11.7.17
16.07.07.1	Review bank signatories	Chairman to action modification to signatories to bank account Chairman to priorities as only 3 signatories currently – 10.10.17
16.07.10.1	Village community event in 2018	Nature and date to be decided. Suggestions: Outdoor cinema, barn dance/ BBQ
14.2.17.9c	Risk Register	Clerk to check storage at Gloucester Records. Next quarterly review February 2018 meeting
14.2.17.14	Footpath from Long Furlong to Shutter Lane - cut off access	Cllr. Samuels met Severn Trent representative who confirmed Severn Trent would replace the barrier in Long Furlong Lane.

	barriers still need removing	Representative took photographs of sunken drain, was going to report back to his manager and advise.
3.6.17.14a	'No Construction Traffic' signage required in Gotherington Lane	Clerk wrote to Amey,TBC, Linden Homes & Bovis Homes. Amey confirmed receipt, job ref. 3.7.17. Clerk chased on 11.12.17
3.6.17.14b	Repair of ramps in Gotherington Lane	Clerk wrote to Amey,TBC, Linden & Bovis Homes. Amey confirmed receipt, issued job ref. Clerk chased on 11.12.17
11.7.17.15	Review of hire charges	Working group collating information
11.7.17.15b	Disabled parking space	Clerk progressed with Richard Waters on 14.8.17. Clerk chased with Chris Riley on 11.12.17
11.7.17.15c	Village Spring Clean	To advertise in Spring Topics, clean gateways with different cleaning agent – Cllr. Osborne to put in Spring Topics
8.8.17.14b	Overgrown path to rear of Lawrence's Meadow	Councillors agreed to cut brambles back personally – Cllrs. Samuels and Harmer offered to help with this
8.8.17.14c	Property with boundary vegetation	Cllr. Samuels delivered letter to resident in Malleson Road but no improvement to date
8.8.17.14d	Replace litter bin with dog bin by school	Dog bin delivered, Cllr. Harmer & Samuels to fit
8.8.17.14e	Ash Trees in Ashmead Drive	Quote received but no funds available currently
10.10.16.12e	Risk Assessments for insurance purposes	Received several completed forms, balance to be completed ASAP for all parish council activities
10.10.16.12f	Internal Review	Chairman and Vice-Chair to complete internal review of Clerk
12.12.17.12a	VAS signs	Clerk wrote to Highways to advise GPC will be replaced existing VAS signs with solar batteries
12.12.17.12b	Vehicles parking-up/sleeping overnight by the Shutters island.	Clerk wrote to Shutters requesting signage to be displayed on fence to discourage unsociable behaviour

9.1.18.8 B. Cllr. Gore reported the application for 59 Gretton Road was delegate permit, she was unaware of the conditions and urged members to attend planning committee meeting. Cllr. McLarnon stated they were considering layout and the parish council must resubmit when TBC were discussing Reserve Matters. With regard to land east of Evesham Road, that would not be at planning committee this month – Cllr. McLarnon stated they had asked for a 6 month extension so it would not be before May 2018.

9.1.18.9 No County Councillor Report

9.1.18.10 Received following comments from the public:

- Speed camera by village hall lit up whilst he was doing 26 mph
- Why had disabled parking space by village hall been located on the bend on the main road? Off road would have been much safer.

Ex-parish councillor responded to this question as she was involved with installation of disabled parking space – she stated it was positioned there to avoid taking a space in the car park and also easier access for disabled people without having to cope with access by the fence. She said parish council had sought permission from resident and if it did not work or people complained, it could always be removed.

- What was happening about the VAS?

Chairman confirmed they were being maintained by a team of villagers and still planned to look into adding solar batteries/panels.

- Were VAS making a difference?

Cllr. Harmer stated no, not any difference, a resident said yes, partially effective.

Chairman stated one VAS was downloading information, the other was not, so no statistics available as such yet.

9.1.18.11 Finance

9.1.18.11a Chairman proposed and resolved to adopt accounts for payment and those paid since last meeting, circulated prior to meeting. Seconded by Cllr. Ryman.

9.1.18.11b Cllr. McLarnon proposed and resolved to adopt Financial Report/Bank Reconciliation and Budget Monitoring Report, circulated prior to meeting. Seconded by Cllr. Ryman, Chairman agreed bank reconciliation figure to bank statement. Cllr. Ryman asked if there was a variance and actual of more than 10% should there be a note? RFO said she would check Financial Regulations. Cllr. Ryman also asked RFO to add in column on Budget Monitoring Report to show 'outstanding until end of year'

FINANCIAL REPORT AT 5.1.18

Payee	Details	Ref. No.	Receipts	Payments
H. Samuels	Tea/Coffe for JWP for PC Meetings	2232		12.54
Cotswold & Vale Garden Centre	Village Hall Christmas Tree	2233		96.00
J Owen	Clerk & RFO salary - December 2017	2234		628.50
J Owen	Clerk's expenses - December 2017	2235		50.25
D Gibbons	Cleaning RRB & JWP	2236		184.00
Microsoft.com	Office 356 software for PC laptop	2237		59.99
British Gas	Electricity RRB and JWP	DD		151.00
HMRC	PAYE - November 2017	BACS		194.62
NEST Pension	PC contr. 3.18, empl contr. 2.54	DD		5.72
British Gas	Gas RRB	DD		353.37
GOWNS	Refund from original donation	Chq	250.00	
Cash	RRB income	Cash	35.00	
			285.00	1735.99

BANK RECONCILIATION AT 5.1.18

Opening cash balance	45928.82
Plus receipts	285.00
	46213.82
Less payments	1735.99
Closing cash balance	44477.83
Made up:	
Parish Council Fund	11225.29
Tennis Club Fund	13401.35
Transparency Fund	912.00
Church Centre Fund	18939.19
Add unrepresented cheques	307.48
Add payments to be authorised	1219.08
Closing balance at bank at 5.1.18	46004.39

NOTES

ACCOUNTS OUTSTANDING:

British Gas 2 x DD due 11 & 20 January 2018 **370.89**
 Gotherington Parish Council

INCOME DUE:

Garden House Nursery	Invoice No. 30028- Oct. rental	895.14
	Invoice No. 30029- Nov. rental	1032.64
		1927.78

Budget Monitoring Report at 5.1.18	Budget 2017/18	Jan. 2018 expenditure/ income	Accumulative expenditure/ income to date	Balance of budget remaining
EXPENDITURE				
Rex Rhodes Building - servicing	2000	184	2813	-813
Rex Rhodes Building - utilities	2100	504	2226	-126
All Insurances	1100	0	1002	98
Salaries/PAYE	11000	829	11162	-162
Admin. incl. website & training	1500	123	1358	142
Subscriptions - GAPTC	300	0	267	33
Professional Fees inc. Audits	520	0	565	-45
Donations	0	0	25	-25
Rent	100	0	0	100
Miscellaneous	500	96	182	318
S106 Expenditure	0	0	2631	0
GNDP	1000	0	1200	-200
Church Centre	0	0	2726	-2726
Tennis Courts Fund	0	0	0	0
Freeman Field	1000	0	1154	-154
Playground	300	0	181	119
Grass cutting,pathways/verges	1200	0	910	290
Village - Tree maintenance	1000	0	900	100
Pavilion maintenance	500	0	519	-19
	24120	1736	29821	-3070
INCOME				
Rex Rhodes Building	11500	35	6581	4919
Pavilion	500	0	573	-73
Precept	12000	0	12000	0
Council Tax Supp. Grant	120	0	118	2
Interest	0	0	0	0
Tennis Courts Fund	0	0	594	-594
Miscellaneous	0	0	6	-6
Donations	0	250	2515	-2515
Transparency Grant	0	0	1616	-1616
Church Centre	0	0	21666	-21666
S106 Grant	0	0	1996	-1996
VAT refund	0	0	0	0
	24120	285	47665	-23545

Tennis Court Fund

Balance at 12.12.17 13401

No December payments

Balance at 5.1.18 **13401**

Transparency Grant

Balance at 12.12.17 932

Less December payments 20

Balance at 5.1.18 **912**

Church Centre Fund

Balance at 12.12.17 18939

No December payments

Balance at 5.1.18 **18939**

9.1.1.18.12 Planning Matters

9.1.1.18.12a Members discussed Application No. 17/01042/APP - Crane Hill Farm, Erection of agricultural building – Cllr. McLarnon had prepared draft response which was agreed by councillors, clerk to submit to TBC the next day as she had agreed an extension with Case Officer until 10 January 2018.

Clerk to submit response to TBC

9.1.1.18.12b Update on TBC Local Plan and JCS
Cllr. McLarnon suggested the parish council should take action to move toward a policy to protect the area between Gotherington and Bishops Cleeve.

B. Cllr. Gore said she was investigating getting a green belt at local level, it would bring quite a lot of major restrictions. She stated there was nothing to be done currently, it would be going out to consultation.

B. Cllr. Gore gave an update on JCS – the plan had now been approved by all 3 councils and had now completed 6 week legal challenge period which ended on 31 January 2018. HOU4 still in place, Policy ST10 was residential policy which would replace it. This would allow infill in villages. She confirmed the JCS was at very advanced stage.

Cllr. Ryman asked following questions:

Would ST10 apply to Gotherington as a service village?

B. Cllr. Gore responded - Yes

Would GNDP still cover us?

Cllr. Gore responded - Yes

What was happening with CIL?

B. Cllr. Gore responded – It was going ahead as far as she was aware.

9.1.1.18.13 Highways & Footpaths

9.1.1.18.a Cllr. Ryman reported that with regard to the Gotherington Cross junction, they were going to do a consultation via the parish council website. She had discussed the plan from some 18 months ago with Highway Officer who stated it was a financial issue - his budget was £300,000 for the whole year – traffic lights would be circa £400,000 and a roundabout £1,500,000

Cllr. Ryman asked if B. Cllr. Gore could do anything?

B. Cllr. Gore suggested asking C. Cllr. Bird for support and recommended Cllr. Ryman contact Cllr. Vernon Smith who was involved with Highways at TBC and GCC, also contact Barbara Pond from GRCC. She said Malleson Road development would go to Reserve Matters in February 2018.

A resident suggested everyone withhold their council tax.
Another residents suggested asking Highways Officer for a sight visit to discuss and maybe for him to attend parish council meeting too. Also to consolidate all S106 money towards it.
Cllr. Ryman stated they would go ahead with the consultation in the village but needed to manage expectations.

- 9.1.1.18.b** Cllr. Osborne as Snow Warden stated resident no longer had a snow plough so only main roads would be cleared.
It was agreed clerk should contact GCC and request grit bucket for Long Furlong Lane so residents could look after themselves in future.
Clerk also to request GCC to replenish grit supplies.

Clerk to contact GCC to request grit bucket for Long Furlong Lane, also to replenish grit supplies
- 9.1.1.18.14 Church Centre**
Tenders due to be returned tomorrow and opened on Thursday 11 January 2018, a meeting had been arranged for Friday with KBW. Planning an Extraordinary Meeting with presentation on 18 January 2018 to make decision whether to go ahead with purchase and renovation. Proposed motion for EM agenda: To receive recommendations from the Church Centre Working Group and agree whether to purchase the Church Centre.

Clerk to prepare agenda for EM on 18 January 2018
- 9.1.1.18.15 Communications**
Cllr. McLarnon confirmed he still proposed to go ahead with the Newsletter and hoped to publish it in time for the next Coffee Morning.
- 9.1.1.18.16 Other Matters**
- 9.1.1.18.16a** Members discussed request for installation of memorial bench from resident and family. A memorial bench was agreed but location was to be confirmed.
- 9.1.1.18.16b** Members discussed Meeting Notes from residents in Lawrence's Meadow with regard to donation towards planting of trees in Lawrence's Meadow. It was agreed to invite them to a site meeting to discuss further and possibly invite specialist from the Garden Centre to advise on specific trees etc. Chairman to liaise with residents to arrange site meeting.
- 9.1.1.18.17 Next Meeting:** 13 February 2018
Meeting Closed: 21.02pm

Signed

Chairman

Date