

GOTHERINGTON PARISH COUNCIL

MINUTES OF MEETING HELD ON 11 JULY 2017

Venue: Rex Rhodes Building, Gotherington.

Present: Chairman David Hearn and Councillors Sylvia Stokes, Bev Osborne, Rodney Churchill, Lewis Harmer and Caroline Ryman.

Cllr. Harmer arrived at 19.50 and left at 20.25 during Finance.

Attendees: Clerk/RFO, Jules Owen, Stuart Webster, Gordon Downie, Paul Fairbank and 5 members of the public.

11.7.17.1 Stuart Webster, Gordon Downie and Paul Fairbank attended on behalf of Prescott and the Prescott Bike Festival and Gordon Downie gave a presentation about the Severn Freewheelers and their major fund raising event which supports the charitable organisation. They transport blood, blood products, human milk etc., responding to circa 1500 calls a year between 7.00pm and 7.00am, every night throughout the year.
They had received a complaint about the noise of the motorbikes attending the event earlier in the year and were keen to address the issue.
Their plan for the 2018 event which would probably be on 15 April included possibly positioning a blood bike at the entrance to the village as a deterrent.
Cllr. Stokes suggested the Emergency Group wearing hi vis jackets may be helpful.
Cllr. Ryman asked if a police presence would cost money? It was confirmed it would which would reduce their profit, therefore a blood bike was a better option.
Cllr. Stokes asked them to contribute to Spring edition of TOPICS to educate residents.
Everyone agreed communication was the best way forward and Stuart Webster left his contact details.
Stuart Webster confirmed Prescott would be supportive of 40mph limit to extend past Prescott.

11.7.17.2 **Received and accepted apologies for absence from:** Cllrs. Samuels, McLarnon and Cosgrove also B. Councillor Gore.

11.7.17.3 **No declarations of interest were received** and the clerk confirmed the meeting was quorate.

11.7.17.4 **Minutes of Parish Council Meetings** held on 13 June 2017 were signed as a true and accurate record.

11.7.17.5 **Clerk's Report** circulated prior to the meeting was accepted and updated as follows:

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	Add councillors as signatories to bank account	Chairman to action modification to signatories to bank account – 11.4.17 4 Signatories currently – 13.6.17
16.07.10.1	Village community event in 2017	Nature and date to be decided. Suggestions: Outdoor cinema -BO awaiting response. Cllr. Churchill suggested barn dance and maybe BBQ. Cllr. Samuels said it was good for community spirit to do something annually but not particularly a fete. Other councillors to give it more thought and come back with

16.08.10.6	Identification of damaged signs	ideas for next meeting. Response received 3.5.17 – circulated to councillors. Chevrons on bend not to be replaced as not required in 30mph limit.. Bend warning signs to be removed as being replaced by VAS..
10.1.17.7	Installation of VAS	VAS signs installed however issues remain.
14.2.17.9c	Risk Register	Clerk to check storage at Gloucester Records. Next quarterly review due October Meeting 2017.
14.2.17.14	Ash trees in Ashmead Drive	Cllr. Osborne awaiting quote from Chris Arnold .
14.2.17.14	Footpath from Long Furlong to Shutter Lane - cut off access barriers still need removing	Cllr. Samuels met Severn Trent representative who confirmed Severn Trent would replace the barrier in Long Furlong Lane. Representative took photographs of sunken drain, was going to report back to his manager and advise.
23.5.17.4	Insurance moved to Came & Co.	Clerk confirmed roller is covered for £8,000.00
13.6.17.8.i	To fit electricity/gas smart meters	Not possible until wifi is available
13.6.17.9.a	17/00399/OUT - Land to west of Evesham Road, (North Cleavelands) 500 dwellings	Objection statement sent to TBC and Catherine Ashby, Case Officer on 20.6.17 and 3.7.17 – should be on website now, admin team are very behind.
13.6.17.12.c	Wifi in RRB & JWP	Cllr. Samuels to obtain quotation
3.6.17.14a	'No Construction Traffic' signage required in Gotherington Lane	Clerk wrote to Amey,TBC, Linden Homes & Bovis Homes. Amey confirmed receipt, issued job ref. – 3.7.17
3.6.17.14b	Damaged signage in Stonehouse Green	Cllr. Hamer has almost completed this repair
3.6.17.14b	Repair of ramps in Gotherington Lane	Clerk wrote to Amey,TBC, Linden Homes & Bovis Homes. Amey confirmed receipt, issued job ref. – 3.7.17
11.7.17.9e	Parish Council Website	Minor updates still required

11.7.17.6 Borough Councillor's Report – No report.

11.7.17.7 County Councillor's Report – No report

11.7.17.8 Comments received from public:

Regarding new plans for 3 dwellings in Manor Lane:

- You can no longer see the listed building
- Original green signs were not removed so residents were not aware of revised plans

Cllr Stokes stated the planning application would be discussed at agenda item 10b and asked resident to make other residents in Manor Lane aware the plans had changed.

- Were there any plans for coffin path to be repaired by Raspberry path?

Chairman confirmed Item to be added to August agenda.

- Footpath at back of Lawrence's Meadow was very overgrown with brambles

Chairman confirmed Item to be added to August agenda.

11.7.17.9 Finance

11.7.17.9a Received and agreed Financial Report/Bank Reconciliation circulated prior to meeting

**FINANCIAL REPORT
AT 10.7.17**

Payee	Details	Ref. No.	Income	Expend.	Expend. to be authoris ed	Un- presented Cheques
B Osborne	Doormat & Stamps	2165				6.74
Tennis Club receipts	Out of RRB safe	117	194.40			
Lawrence's Meadow	Donation towards tree removal	118	350.00			
GAPTC	Balance of Transparency Grant	119	781.00			
GAPTC	Bank entered cheque as 787.00	119	6.00			
W, Goth & Oxenton PCC	Donation purchase Church Centre	120	21666.00			
Garden House Nursery	Invoice No. 30020	Trsf	893.00			
Chris Arnold	Tree in Lawrence's Meadow felled	2294		900.00		
Vince Larcombe	May village maintenance	2295		150.00	150.00	
Phil Aplin	GNDP printing flyers	2296		75.00	75.00	
J Owen	Clerk's expenses - June 2017	2297		33.42	33.42	
H Samuels	GNDP stationery - laminating	2298		14.30	14.30	
HMRC	PAYE - June 2017	2299		346.28	346.28	
J Owen	Clerk & RFO salary - June 2017	2300		855.90	855.90	
Greenfields Gdn Serv.	Safety service under witch's hat	2301		1152.00	1152.00	
M D Gibbons	RRB Cleaning	2302		253.00	253.00	
Tennis Club	Invoice No. 30022	Chq	400.00			
British Gas	Electricity for RRB & JWP - credit note	DD	178.73			
British Gas	Gas bill for RRB	DD		31.17		
			24469.13	3811.07	2879.90	6.74

BANK RECONCILIATION 10.7.17	
Opening cash balance	25521.62
Plus income	24469.13
	<u>49990.75</u>
Less expenditure	3811.07
Closing Cash Balance	46179.68
Made up:	
Parish Council Fund:	10,216.73
Tennis Club Fund:	13,194.00
Transparency Fund:	1,102.95
Church Centre Fund:	21,666.00
Add unrepresented cheques	6.74
Add payments to be authorised	2879.90
Less income to be banked	400.00
Closing balance at bank at 10.7.17	48666.32

OUTSTANDING INCOME:

TBC	Invoice No. 30024 - S106 monies for witch's hat surface and RRB chairs	1996.74
GHN	Invoice No.30221 - May usage	1138.50
GHN	Invoice No.3023 - June usage	1138.50
		4273.74

OUTSTANDING PAYMENTS:

Severn Trent	Water bill in dispute	1358.62
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Budget Monitoring Report 10.7.17

	Budget 2017/18	July 2017 Expenditure/Income	Accumulative Expenditure/Income to date
EXPENDITURE			
Rex Rhodes Building - servicing	2000	253	1099
Rex Rhodes Building - utilities	2100	31	1035
All Insurances	1100	0	1002
Salaries/PAYE	11000	1125	5182
Admin. incl. website & training	1500	123	474
Subscriptions - GAPTC	300	0	0
Professional Fees inc. Audits	520	0	85
Donations	0	0	0
Rent	100	0	0
Miscellaneous	500	0	62
S106 Expenditure	0	1152	2396
Transparency Grant Expenditure	0	77	137
Maintenance:			
Tennis Courts Fund	0	0	0
Freeman Field	1000	0	851
Playground	300	0	181
Village - grass cutting (pathways/verges)	1200	150	450
Village - Tree maintenance	2000	900	900
Pavilion maintenance	500	0	509
	24120	3811	14363
INCOME			
Rex Rhodes Building	11500	893	4226
Pavilion	500	0	128
Precept	12000		12000
Council Tax Supp. Grant	120	0	118
Interest	0	0	
Tennis Courts Fund	0	594	594
Miscellaneous	0	6	6

Donations	0	350	2430
Transparency Grant	0	781	1616
Church Centre		21666	21666
	24120	24290	42784

Tennis Court Fund

Balance at 10.6.17	12600
Plus Tennis Club income	400
Plus tennis courts income	194
Balance at 10.7.17	13194

Transparency Grant

Balance at 10.6.17	398
Plus further grant 781.00	781
Less Clerk - 8 hours website	77
Balance at 10.7.17	1102

Church Centre Fund

Balance at 10.7.17	21666
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11.7.17.9b

It was agreed presentation/financial reporting by RFO had improved. Cllr. Ryman asked for a column on Budget Monitoring Report to show 'remaining budget'. Cllr. Ryman stated she was working with Cllr. Samuels and RFO and her preference was still to use original spreadsheets. RFO stated balance of Transparency Grant had been received, £781.00 for the website and clerk's hours for uploading data. She confirmed she had banked cheque from Gotherington with Woolstone & Oxenton Parochial Church Council for £21,666.00 and had sent a letter of thanks to them. She stated that with regard to the Church Centre, all expenditure must be proposed and agreed at a council meeting or extraordinary meeting as the steering group did not have power or authority to spend any money.

11.7.17.9c

Cllr. Stokes proposed and it was agreed to update Standing Orders - page 14, Section 18 paragraph 8 (d) amended to read 8(e)

11.7.17.9d

It was agreed the Financial Regulations would be reviewed at the next meeting when all members had considered them.

11.7.17.9e

Cllr. Churchill reported with regard to the parish council website, Cllr. McLarnon had made a number of changes and Cllr. Churchill would be monitoring the website during the holiday period. He stated the parish council had received good feedback on the new website.

11.7.17.10

Planning Matters

11.7.17.10a

There was a discussion with regarding to refusal of planning permission of 1441 Cobblers Close and the Informal Hearing and who would represent the parish council and residents group. Cllr. Ryman stated the GNDP would not have been ratified by the date of the Informal Hearing.

Cllr. Stokes stated she would represent the parish council if she was available and the statement would need to be ready by 3 August 2017. Meeting was arranged for 31 July 2017 at 7.30pm at Rex Rhodes Building.

Clerk to inform TBC that the parish council would be sending a representative to Informal Hearing.

Clerk to inform TBC and Ingrid Knightley

Clerk to inform resident that parish council in favour of David Crofts to represent the residents group at the Informal Hearing.

- 11.7.17.10b** Members discussed response to revised application for erection of 3 dwellings in Manor Lane. Cllr. Stokes to send objection information to clerk to submit to TBC
Clerk to send objection to TBC

- 11.7.17.11** **This item moved before Planning No. 10 on agenda.**
David Ward gave a report on the GNDP and asked everyone to encourage neighbours to vote in Referendum on 20 July 2017, offering lifts if anyone needed help getting to village hall. It would only have full weight if more than 50% of those voting were in favour. If successful, the plan then formed part of TBC Plan and must be considered in any planning applications. Final stage would be when it was adopted by TBC on 19 September 2017, this was after the Informal Hearing for the Meadow, therefore the decision on the Meadow would still depend on the recommendations of the Examiner.

It was agreed David Ward and Cllr. Samuels would be attendees at Verification of Referendum at TBC on 20 July 2017.

Clerk to notify Sara Freckleton at TBC

David Ward read out the statement on the voting slip – there were concerns about it being ambiguous and discussion ensued. However, it was agreed that little could be done as they did not wish to jeopardise the Referendum in any way.

Cllr. Osborne suggested councillors should be responsible for the houses in their road and ensure all were able to get to the village hall to vote or offer lifts if required.

Everyone agreed.

11.7.17.12 **Church Centre**

Cllr. Osborne gave report on progress of Church Centre and **proposed £3259.80 expenditure to cover surveys/building control and planning application which KBW stated were all required.**

194	Planning application
780	Building Control – Cheltenham BC/TBC
293	Drain Doctor
558	Refurbishment Asbestos Survey
1200	Structural Engineer
234	Damp Survey

£3259

Cllr. Ryman queried this figure, she highlighted they were unbudgeted items as they were not included in the original budget.

Cllr. Osborne stated KBW recommended they should be carried out.

Cllr. Stokes asked where the £3259.00 would be paid from?

Cllr. Osborne said it would be paid from Church donation initially.

Cllr. Ryman insisted they use the approved budget and keep to it.

RFO to maintain a separate spreadsheet for how the £21,666.00 was spent.

Cllr. Stokes asked for the original budget to be updated – not for the budgeted figures to be changed though. Also important, moving forward for the budget to be updated as expenditure is made so that a close focus can be kept on the budget

The expenditure of £3259.80 was agreed

It was also agreed the structural engineer would be paid via BACS

Open Day went well with over thirty people attending. People were asked for suggestions for names for the building, Old Chapel was popular as it fitted with other names in the village like Old Bakery, Old School House, Old Forge.

Cllr. Stokes reported that a meeting between Mr. Hartley Booth of the Jerusalem Trust, four councillors and Rev. Richard Reakes had been held in the church building. Cllr. Stokes put forward the case for the renovation of the building for use as a community facility and Rev. Reakes expressed his wish for a church presence within Gotherington and the formation of a "children's minister." Mr. Booth was very positive and hoped that the Jerusalem Trust could provide some funding towards the project. He urged Rev. Reakes together with parish councillors to put forward a request outlining the benefit to the people of such a project.

Received a report from attendees at TBC Funding Fair:

- Heritage Lottery Fund – less than £100,000 better chance of getting something
- Tesco Bags of Help grants are in blocks of £5K
- Chairman nominated as Fund Raising Progressor
- Barbara Pond from TBC stated match funding was often required and \$106 monies could be used for this purpose

11.7.17.13 Rex Rhodes Building & J W Pavilion

11.7.17.13a To receive update and agree further action with regard to cleaning in RRB & JWP – this was not discussed and would be added to August agenda.

11.7.17.13b Cllr. Churchill reported on meeting to review hire charges for RRB and JWP:
JWP:

From 1 January 2018

£10.00 for villagers

£13.00 for people not in village

£15 for business

Cheryls Cherubs currently pay £8.00 per hour, keep at same until end of year when it would increase - as a long term booking has been made on the basis of the current hire charge it was felt we should honour this until the end of the year.

RRB:

GHN currently paying £5.50 per hour

Cllrs. Ryman, Stokes and Samuels to meet with Garden House Nursery before end of term to discuss a possible increase in hire charges to cover the additional cleaning.

Cllr. Churchill was getting all costs together and asked to put item on agenda for October meeting.

It was agreed clerk would write to all groups to make them aware the parish council were currently reviewing village facilities.

Clerk to write to all groups

11.7.17.14 Freeman Field

11.7.17.14a There was a discussion to consider replacing damaged football nets and clips. **It was proposed by Cllr. Osborne the nets should be removed out of season and the parish council would fund the cost of 50 clips and pins at a cost £42.50 plus VAT. It was agreed.** Cllr. Osborne to advise Football Club of decision.

Cllr. Osborne to contact Rob Sharp

11.7.17.14b Cllr. Cosgrove provided two quotes for installation of netting around Freeman Field:

1. £5,285 plus VAT – Boyd Sport & Play Limited
2. 11,410 plus VAT – Fitness Sports Limited

However, it was agreed the parish council do not have funds available in the budget for this. It was agreed Cllrs. Samuels and Harmer would visit Jason Tilley, show him the quotes and explain the situation and get his approval to delay the installation. If he was insistent the nets were installed the parish council would write to the football club explaining the financial situation, requesting their financial support.

11.7.17.15 Highways & Footpaths

11.7.17.15a Completed Amey Highways Survey

11.7.17.15b **Cllr. Osborne proposed the provision of a disabled parking space on the road outside No. 50 Malleon Road. It was agreed.**

Clerk to contact Highways

Cllr. Stokes to consult with resident.

11.7.17.15c **Cllr. Stokes proposed a village spring clean, encouraging residents to look over their garden wall and tidy the other side, also cleaning village gateways**

Actions agreed:

- Piece in Spring Topics – weed killer available
- Cleaning of village gateways – Cllr. Osborne had done them recently, suggested try using different cleaning agent as they were very grimy

11.7.17.15d VAS and life of battery units:

Cllr. Stokes had checked the original S106 Agreement with Shutter Lane which stated provision for 2 VAS. They had been provided but were not fit for purpose as acid batteries and not lithium batteries had been supplied and were only lasting 5 days. Cllr. Stokes to discuss further with Cllr. Samuels.

11.7.17.16 Other Matters

To agree response to draft recommendations on the future electoral arrangements for Tewkesbury Borough Council
Response open until 4 September 2017 so carried forward to August Meeting.

11.7.17.17 **Next Meeting:** 8 August 2017

Meeting closed: 10.05pm

Signed

Chairman

Date