

GOTHERINGTON PARISH COUNCIL

MINUTES OF MEETING HELD ON 12 September 2017

Venue: Rex Rhodes Building, Gotherington.

Present: Chairman David Hearn, Cllrs. Rodney Churchill, Bev Osborne, Eddie McLarnon, Caroline Ryman and Lewis Harmer who arrived at 7.50pm

Attendees: Clerk/RFO, Jules Owen, and 15 members of the public.

Minute Ref.	Details	Actions
12.9.17.1	Received and accepted apologies for absence from: Cllrs. Howard Samuels, Brian Cosgrove and B. Cllr. Mel Gore. Chairman declared meeting open.	
12.9.17.2	No declarations of interest were received and the clerk declared the meeting quorate. Chairman read out letter of resignation received from Vice-Chair Cllr. Stokes See Appendix 1 . He said she had always been very supportive to him as chairman, she was a very strong member, did a tremendous amount of work people were not aware of and would be sourly missed.	
12.9.17.3	Chairman asked for nominations for vice-chair and confirmed he had received a nomination from Cllr. Samuels. In his absence, Cllr. Samuels was proposed by the chairman, seconded by Cllr. Ryman and elected unanimously.	
12.9.17.4	Clerk confirmed Tewkesbury Borough Council had been notified of vacancy for parish councillor and awaiting Notice of Vacancy which would be posted in village and on parish council website.	
12.9.17.5	Minutes of Parish Council Meetings held on 8 August 2017 were agreed and signed as a true and accurate record.	
12.9.17.6	Clerk's Report circulated prior to the meeting was accepted and updated as follows. Thank you to Cllr. Harmer who had completed sign repair in Stonehouse Green.	

Clerk's Report:

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, barn dance and BBQ. Cllr. Samuels said it was good for community spirit to do something annually but not particularly a fete.

14.2.17.9c	Risk Register	Clerk to check storage at Gloucester Records. Next quarterly review due October Meeting 2017.
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.
13.6.17.8i	To fit electricity/gas smart meters	Not possible until wifi is available
13.6.17.12.c	Wi-fi 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, job ref. – 3.7.17
3.6.17.14b	Repair of ramps in Gotherington Lane	Clerk wrote to Amey,TBC, Linden & Bovis Homes. Amey confirmed receipt, issued job ref. – 3.7.17
11.7.17.9e	Parish Council Website	Minor updates still required
11.7.17.11	GNDP	Referendum on 20 July 2017 was most successful
11.7.17.15	Review of hire charges	Collating information, add to October agenda
11.7.17.15b	Disabled parking space	Clerk progressed with Richard Waters – 14.8.17
11.7.17.15c	Village Spring Clean	To advertise in Spring Topics, clean gateways with different cleaning agent.
11.7.17.15D	VAS ref. poor battery life issue	Clerk wrote to Richard Waters, received acknowledgement
8.8.17.13b	Removal of green table	Cllr. Cosgrove looking into removal without costs
8.8.17.13c	Storage of cricket net	Cllr. Cosgrove to supply letter from residents confirming agreement
8.8.17.14a	Repair to Coffin Path	Clerk contacted Richard Waters, also discussed with Anj Patel from TBC during Parish Walkabout
8.8.17.14b	Overgrown path to rear of Lawrence's Meadow	Councillors agreed to cut brambles back personally
8.8.17.14b	Brambles on Freeman Field	Cllr. Cosgrove agreed to speak to neighbours
8.8.17.14c	Property with boundary vegetation	Cllr. Osborne to contact a proprietor in Ashmead Drive and Cllr. Samuels to deliver letter to a resident in Malleson Road
8.8.17.14d	Replace litter bin with dog bin outside school	Cllr. Harmer agreed to order and fit new dog bin clerk had sourced.
8.8.17.14e	Ash Trees in Ashmead Drive	Quote received but no funds available currently

12.9.17.7 Borough Councillor's Report – No Report

12.9.17.8 County Councillor's Report – No report

12.9.17.9 Comments received from public:

Clerk read out an email received from a resident who was not present - **See Appendix 2.**

Residents all echoed the same comments as in the email, one quoted a plaque in the village which stated it was a 'vibrant village' and also wished to thank all councillors for the many hours they put in.

Residents also expressed their sadness about the resignation of the vice-chair. One stated she was always fair, allowed everyone their time, was always very courteous and then moved on – a great loss to the parish council.

12.9.17.10 Finance

12.9.17.10a Received Financial Report/Bank Reconciliation, Budget Monitoring Report and breakdown of Church Centre receipts and payments, all circulated prior to meeting.

Cllr. Ryman flagged-up about there not being enough left in the budget to cover clerk's salary to the end of the year. Clerk confirmed this was due to extra hours required for Church Centre and other issues which councillors were aware of.

RFO confirmed she had claimed £4,900.00 VAT today to cover period from 1.4.17 to 31.8.17.

Also Garden House Nursery invoice for £991.00 issued today so not included on Financial Statement as she had been waiting for details of hours from proprietor. Cllr. Ryman said not to worry about issue of delayed payment from them.

All three reports were agreed.

Cllr. Ryman questioned which budget chairman had circulated regarding the Church Centre – the parish council needed to ensure they use the correct version, i.e. the gross figures which did not take claiming VAT back into account, just in case they were not able.

Cllr. Harmer stated he knew someone who was a tax specialist who may be able to assist. Councillors agreed this would be much appreciated and Cllr. Harmer said he would contact them.

12.9.17.10b Received and agreed accounts for payment and those paid since last meeting circulated prior to meeting

12.9.17.10c Clerk advised members they should be using latest model NALC Financial Regulations updated in January 2016 and therefore it was not appropriate to amend existing Financial Regulations as per proposal. **It was agreed clerk would circulate latest model NALC Financial Regulations to all councillors for their input with a view to adopting them at the next council meeting.** **Clerk to circulate correct Financial Regulations to all councillors**

FINANCIAL REPORT AT 11.9.17 Payee	Details	Ref. No.	Receipts	Payments	Payments to be authorised
1 & 1 Internet Ltd.	Website hosting	DD		17.96	
H. Samuels	Keys cut for RRB	2310		3.95	
V Larcombe	Village maintenance Inv. 51	2311		150.00	150.00
Rowntree Partnership	Inspection Report for CC	2312		1200.00	
HMRC	PAYE - August 2017	2313		306.18	306.18
J Owen	Clerk & RFO salary - Aug. 2017	2314		797.01	797.01
PATA (UK)	Payroll service	2315		22.50	22.50
Drain Doctor	Drain survey for CC	2316		427.20	427.20
H. Samuels	Lock & Keys for RRB	2317.00		61.19	61.19
J Owen	Clerk's expenses - August 2017	2318		39.72	39.72
Cartridge People	2 High capacity ink cartridges	2319		37.56	37.56
Dawn Gibbons	RRB & JWP Cleaning – Aug.2017	2320		241.50	241.50
Gloucester Asbestos	Asbestos report for CC	2321		558.00	558.00
Water Plus	Water rates for RRB and JWP	DD		74.41	

British Gas	Electricity for RRB and JWP	DD	124.33	124.33
Garden House Nursery	Invoice	Trsf	1160.60	
TBC	S106 refund Invoice. No. 30024	Trsf	1996.74	
H. Samuels	JWP rental - 18/19 Aug.17	BACS	48.00	
H. Samuels	JWP rental - 29 July 2017	BACS	32.00	
			3237.34	4061.51
				2765.19

**BANK RECONCILIATION
11.9.17**

Opening cash balance	44792.15
Plus receipts	3237.34
	<u>48029.49</u>
Less payments	4061.51
Closing cash balance	43967.98
Made up:	
Parish Council Fund	10492.78
Tennis Club Fund	13194.00
Transparency Fund	1034.40
Church Centre Fund	19246.80
	<u>16.74</u>
Add unpresented cheques	16.74
Add payments to be authorised	2765.19
Closing balance at bank at 11.9.17	46749.91

OUTSTANDING INCOME

Garden House Nursery	Invoice No.3023 - July & August circa	1800.00
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OUTSTANDING PAYMENTS:

Severn Trent	Water bill in dispute	1358.62
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Gotherington Parish Council Budget Monitoring - 11.9.17	Budget 2017/18	Sept. 2017 Receipts/ payments	Accumulative payments to date	Balance of budget remaining	
PAYMENTS					
Rex Rhodes Building - servicing	2000	242	1583	417	
Rex Rhodes Building - utilities	2100	199	1383	717	
All Insurances	1100	0	1002	98	
Salaries/PAYE	11000	1126	7455	3545	
Admin. incl. website & training	1500	160	683	817	
Subscriptions - GAPTC	300	0	267	33	
Professional Fees inc. Audits	520	0	85	435	
Donations	0	0	0	0	
Rent	100	0	0	100	
Miscellaneous	500	0	62	438	
S106 Expenditure	0	0	2396	-2396	Paid by TBC in Sept. net of VAT
GNDP	1000	0	1200	-200	
Church Centre		2185	2419	-2419	See Church Centre
Tennis Courts Fund	0	0	0	0	

council at the Informal Hearing at Tewksbury Borough Council regarding land at Cobblers Close/The Meadow.

David Ward thanked Cllr. McLarnon for doing all the preparation work. He reported the inspector was very thorough and fair, full weight was given to GNDP and inspector also did a thorough site visit too. Result should take 4-6 weeks.

- 12.9.17.11b** Cllr. McLarnon suggested the parish council should have a policy to deal with developers and provided draft policy. Proposed development was not an identified site in GNDP.
It was agreed Clerk would invite Mark Snape to make a presentation at the next meeting.
- Clerk to contact Mark Snape**
Clerk to check boundary as may be in Woolstone
- 12.9.17.11c** Members discussed planning application - 17/00886/FUL – Long Furlong Lane. Proposed timber outbuilding located in paddock in Longfurlong Lane, Long Furlong.
It was agreed there was no reason to object
- Clerk to submit response to TBC**
- 12.9.17.11d** Members discussed planning application - 17/00761/FUL - 24 Cleeve Road Gotherington. Proposed two storey rear extension
It was agreed there was no reason to object
- Clerk to submit response to TBC**
- 12.9.17.11e** Members discussed letter from resident ref. Land North of Gretton Road and GNDP. **Response was agreed – clerk to send.**
- Clerk to send letter**
- 12.9.17.12** **Freeman Field**
Councillors discussed request from resident to place ashes under tree on Freeman Field. **It was agreed on this occasion as tree was planted by the family, without prejudice.**
Members were concerned it may be setting a precedent and **all agreed that any future requests would be considered on a case-by-case basis.**
- Clerk to advise resident parish council is in agreement**
- 12.9.17.13** **Highways & Footpaths**
Members discussed an email received regarding the increased dog fouling in the village and the potential danger to human health. Residents present stated the litter bin on the field was still being used for dog poo bags which was very unpleasant, particularly when it rained.
It was agreed dog fouling problem had increased in the village over the last 3 months. It was agreed to put an article in Topics and it was proposed and agreed that Cllr. Osborne would get 2 signs printed for the litter bins on the field at a cost of £20.00. Replacing the litter bin with a dog bin by the school would also improve the situation too, hopefully.
- 12.9.17.14** **Church Centre**
2.9.17.14a Chairman stated feedback suggested Jerusalem Trust would not be interested in funding a building, however it was agreed to send the proposed letter as drafted, even though the Church Centre does not meet the criteria.

12.9.17.14b Cllr. Osborne stated they are going to use the notice board outside church centre to give regular updates.
Latest news was that the roof does not meet current regulations so we are awaiting tender documents before we can actually decide whether we can proceed and measure them against the budget. Tender document should be ready by mid. October with a 14 day window to receive tenders.
Tenders would be opened by the clerk in the presence of a councillor as required by the standing orders.
Chairman said they were receiving lots offers of help from residents etc. to help with preparation work before contractors took-over, as this would save money.
Cllr Ryman warned of the dangers with relation to insurance liability with allowing casual work to be undertaken during the refurbishment process.
Cllr Ryman requested that the previous budget as agreed in the PC meeting in May; i.e. worst case budget, no recovered VAT must be used for the budget monitoring spreadsheets. The VAT issue had still not yet been resolved.
Cllr. Osborne said she had made an application to Severn Trent to make arrangements to deal with rainwater at a cost of £94.00.
It was confirmed the PWLB application had been made to GAPTC who had passed it onto Dept. of Communities and Local Government Finance for processing.
Resident asked, if there was still a chance it would not go ahead – in which case what would happen to the building?
Chairman confirmed they would have to rethink it – PCC money would be put into funds for benefit of the village after costs have been taken out.
Cllr. Churchill asked if Topics gave an update and Chairman confirmed that he included it in his report but would approach the editor and see if an update could be included.

12.9.17.15 Other Matters

12.9.17.15a Clerk advised council that standing orders needed updating at 3K a) to d) to include provision for a person or member of press being able to film/photograph or make an audio of a meeting they are entitled to be present at
It was proposed and agreed.

12.9.17.15b Members discussed the shortage of burial space and the duty the parish council have to provide burial space but parish council does not have any suitable open space available.
Clerk to contact TBC see if they have any land available to enable the parish council to fulfil its duty

**Clerk to contact
TBC**

12.9.17.15c Councillors discussed email from resident with regard to previous request to renovate panel of War Memorial.
Cllr. Osborne agreed to investigate funding as per the website suggested.

**Cllr. Osborne to
investigate further**

12.9.17.16 Next Meeting: 10 October 2017
Meeting Closed: 8.50pm

Appendix 1 – Resignation letter from Vice-Chair, Sylvia Stokes

Dear Chairman,

Please accept my resignation as a councillor on Gotherington Parish Council with immediate effect.

During my 11 years as councillor I have worked conscientiously and diligently to maintain and improve the services under the auspices of the Council for the benefit of all residents.

Unfortunately in recent months I have been deeply saddened by the efforts of a few villagers to undermine the confidence in, and appreciation of, the work carried out by the Council, which is held by the majority of the residents. I hope that this trust can be restored by communicating the facts and reasons for decisions and actions taken by the Council.

I have always given careful consideration to residents' points of view and have been fully prepared to answer questions concerning Parish Council business.

I do not see my role as a councillor as spending considerable time and energy countering false rumour and innuendos when other important issues need to be attended to.

I can only hope that this unfortunate episode will pass.

I offer my support to the Council in its endeavours to purchase and refurbish the Church Centre to provide a further community building fit to meet the requirements of future generations.

Yours sincerely
Sylvia Stokes

Appendix 2 – Email received from a resident on 1 September 2017

Subject: A Note of Thanks

I just wanted to voice my thanks for all the hard work that Gotherington Parish Council carries out on behalf of its residents.

I was taken aback and somewhat embarrassed by some of the comments uttered by the public at your last council meeting concerning your intentions in respect of the Church building. Indeed, I considered the tone rather out of order and distasteful.

Contrary to what was voiced by some elements, we are not a divided community. I believe that the village is fully supportive of all of the efforts that you make on our behalf, especially in these somewhat turbulent times.

Unfortunately I cannot attend the next council meeting in person, but wanted to let you know that the work of you and your colleagues is much appreciated.

Kind regards

Signed

Chairman

Date