

GOTHERINGTON PARISH COUNCIL
MINUTES OF MEETING HELD 18 JULY 2018 AT 7.30PM

Venue:	Rex Rhodes Building, Gotherington.	
Present:	Chairman Howard Samuels and Cllrs, Rodney Churchill, Bev Osborne, Caroline Ryman, Allen Keyte, and David Ward.	
Attendees:	Adrian & Ellen Cooke (taking minutes) and 8 members of the public.	
Minute Ref.	Details	Actions
18.7.18.1	No members of the public stated they intending to record or film the proceedings. Chairman reported resignation of Jules Owen, Clerk/RFO, and thanked her for her hard work, Cllr Keyte volunteered to act as RFO in a temporary capacity. This was approved.	
18.7.18.2	Received following comments from the public: <ul style="list-style-type: none"> • Loose chippings on Malleson Road and lack of sweeping on roads in village; not had a sweeper for months • Speedy removal of large sign on A435 • Resident complained about an abusive email that referred to herself, a non-councillor. Councillor Ryman is to review the code of conduct. • Grass cuttings on Freeman Field. Chairman confirmed that he was to meet TBC representative about grass cutting in the village • Residents had complained about the overgrown hazel bushes on FF 	
18.7.18.3	Borough Councillor Gore apologised for absence	
18.7.18.4	Cllr. Osborne declared a Personal Interest for Agenda Items 9a and 9b. Chairman confirmed meeting was quorate. Minutes of Parish Council Meeting held on 12 June 2018 were signed by the Chairman as a true and accurate record.	
18.7.18.5	To receive Borough Councillor's Report – no report	
18.7.18.6	To receive County Councillor's Report – no report	
18.7.18.7	Finance & Parish Council Procedures:	
18.8.18.7a	Adopted accounts for payment and those paid since last meeting, (Appendix 1). Proposed by Cllr. Keyte, seconded by Cllr. Churchill and agreed unanimously.	
18.7.18.7b	Cllr Samuels still had to meet with sports groups to discuss realistic hire charges for amenities. Any change to the charges would be implemented in 2019.	
18.7.18.7c	Members discussed automated booking system incl. online banking. Cllr. Ward is trialling the HallMaster system and circulated information about it. This could include all three premises. He proposed a KeySafe system. Cllr Ryman questioned how the system would handle automated payments. Cllr Ward said that for an extra cost the system could be linked to PayPal. There could be constraints about positioning of the KeySafe boxes.	
18.7.18.8	Planning Matters	
18.7.18.8a	To agree response to Gloucestershire Minerals Local Plan, Publication Version, (Reg.19). The deadline had passed for comments.	
18.7.18.9	Freeman Field, RRB & JWP	

18.7.18.9a	Only one quote received to date for perimeter fence to FF. More quotes sought.	
18.7.18.9b	Request had been withdrawn for direct access onto FF by resident in Malleson Road after a meeting with Cllrs	
18.7.18.9b2	Quotations for general maintenance at RR Building. Members noted damage to windows caused by footballs and agreed to consider solutions.	
18.7.18.9c	Operating instructions for bi-fold door in JWP. Cllr Keyte would provide a laminated sign. If a more permanent solution was required Cllr Osborne would obtain quotes.	
18.7.18.9d	Actions for watering cricket pitch. The usage had been monitored. Cllr Ryman agreed to meet with a Cricket Club representative to discuss both watering of the pitch and disposal of grass cuttings. Cllrs Ryman and Samuels with the help of a resident will arrange removal of the grass cuttings from around the field.	
18.7.18.9e	Drainage issues on the FF. Investigations are continuing.	
18.7.18.9f	Quotation for remedial work to children's playground. Cllrs accepted a quotation from Greenfields for works specified in the ROSPA report. A quotation for new post caps on slide and repairs to the Burma Rope Bridge totalling £170 plus VAT was agreed. Proposed by Cllr Ryman, Seconded by Cllr Samuels. Quote for repairs to the wetpour edging: one quote received – Cllr Ryman to try for two more. Damage to posts by strimmers – Cllr Osborne suggested that posts be protected to avoid future damage.	
18.7.18.9g	Quotation for maintenance of CCTV and future actions. Quote declined. Cllrs felt that half-yearly or even yearly maintenance not required.	
18.7.18.10	Other Matters	
18.7.18.10a	Locations and organising of Emergency Grab Bags. Cllr Samuels has one and the other five are in the garage. Cllr Ryman will have one of these. Cllr Keyte felt that there should be better instructions and training where necessary. Cllr Churchill, Emergency Planning Representative, will organise updating of lists and report back.	
18.7.18.11	Next Meeting: 12 September 2018. Cllr Samuels proposed, Cllr Ryman seconded. All agreed.	

APPENDIX 1

Financial Report as at 18.7.18

Payee

Details

Payments made since last meeting

Receipts

Cheques to be authorised

M D Gibbons	RRB cleaning June 18	2284	253.00
	Cheque destroyed	2285	
GAPTC	Team KnowHow Cloud Storage	2286	40.00
GAPTC	Training Chairman	2287	50.00
J K Owen	Clerk's Expenses June 2018	2288	62.57
Ian Selkirk	Internal Auditor's Fees	2289	75.00
Richard Pasco	JWP cleaning June	2290	57.00
V Larcombe	June Mowing	2171	165.00
H Samuels	JWP Expenses	2172	13.98
M Stevens	Lawrences Meadow trees	2173	120.00
J K Owen	Clerk/RFO salary June 2018	BACS	809.50
	Total		1646.05

Income outstanding:

Garden House Nursery
HMRC

Tennis Court Fund

Balance 10.5.18

Transparency Grant

Balance 10.5.18

Less June payments

Closing balance 6.6.18

Opening cash balance

Plus receipts

Less payments

Closing cash balance

Add unpresented payments

Add payments to be authorised

Closing balance at bank

Signed

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Chairman

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Date

DRAFT