

GOTHERINGTON PARISH COUNCIL
MINUTES OF MEETING HELD 11 SEPTEMBER 2018 AT 7.30PM

Venue:	Rex Rhodes Building, Gotherington.	
Present:	Chairman Howard Samuels and Cllrs, Bev Osborne, Caroline Ryman, Allen Keyte, Lewis Harmer and David Ward.	
Attendees:	Adrian & Ellen Cooke (taking minutes) and 4 members of the public.	
Minute Ref.	Details	Actions
11.9.18.1	No members of the public stated they intending to record or film the proceedings.	
11.9.18.2	Apologises for absence and declarations of interest. Cllr Churchill sent apologies for absence. Cllrs Osborne and Harmer declared a personal interest in agenda item 9a because the proposed replacement fence would run along their boundaries and confirmed that they would speak but not vote. Cllr Samuels, in his capacity as treasurer of Village Hall confirmed that he would not vote on item 7a	
11.9.18.3	Received following comments from the public: <ul style="list-style-type: none"> • It was reported that the roof on the Gazebo needed attention. Cllr Harmer agreed to do this. • Two footpaths off Shutter and Cleeve Road were overgrown. Residents would be asked tidy these. Councillors discussed the merits of a council owned strimmer. • Questions were asked about the need for a replacement fence in part of the Freeman Field, item 9a. 	
11.9.18.4	Minutes of the Parish Council Meeting held on 18 July 2018 were signed by the Chairman as a true and accurate record.	
11.9.18.5	Borough Councillor's Report Borough Councillor Gore is now Lead Member for the Built Environment. The Borough Council has a new draft plan which will allow for limited new housing in every rural settlement. The draft will be available for consultation over six weeks during October and November. The JCS is under review as a result of the loss of the housing site at Ashchurch Army Camp. The traffic plan at Gotherington Cross is still under consultation.	
11.9.18.6	To receive County Councillor's Report – no report	
11.9.18.7	Finance & Parish Council Procedures:	
11.9.18.7a	Members discussed the HallMaster automated booking system incl. online banking. Cllr. Ward reported that the trial had been successful to date and would continue until 3 rd October. He proposed that the Parish Council adopt it at a cost of £200 per annum to include all three buildings. However, the Village Hall Management Committee would have to agree to participate. There was concern, especially as regards the Village Hall, as to how it would be administered. Many private hirers used cash to pay the hire charge and provide a deposit. Cllr Osborne said she would forward all real-time bookings to Cllr Ward and that she would continue to be booking secretary until the date (to be agreed) when the HallMaster system is operational. The proposal to adopt the HallMaster system for a year's trial paid for by the Parish Council initially was proposed Cllr Keyte, seconded by Cllr Harmer. Three in favour, two against.	
11.9.18.7b	Adopted accounts for payment Invoices should be signed as approved at meetings and not	

	authorised between meetings. This had occurred recently but was partly as a result of there being no Clerk/RFO. The amounts for payment were agreed. Proposed by Cllr. Ryman, seconded by Cllr. Harmer and agreed unanimously.	
11.9.18.7c	Cllrs Samuels and Keyte have met with the chairman and secretary of the Tennis Club who would seek approval to pay £1200 per annum hire charge at the Tennis Club AGM.	
11.9.18.8	Planning Matters	
11.9.18.8a	Reference No 18/00559/FUL Creation of a new access from Manor Lane. Refused.	
11.9.18.9	Freeman Field, RRB & JWP	
11.9.18.9a	To received update regarding perimeter fence to FF and agree action. A discussion followed about whether the most urgent priority was for the perimeter fence or football nets. The quotes for the latter were very old and no realistic costings were available so this would be discussed at the next meeting. Moat Farm were very anxious that the boundary fence between the FF and the farm was replaced. It was proposed that the fence on the South and South-Eastern corner of the playing field should be replaced first. Proposed Cllr Keyte, seconded Cllr Samuels. Two votes in favour, one against. Three quotes were circulated prior to the meeting and a fourth one had been received late and was not circulated – the late quote which was from LH Property was accepted. Proposed Cllr Samuels, seconded Councillor Keyte. Agreed. It was subsequently noted that Cllr Harmer is LH Property. He confirmed that he had not seen the other three quotes. Some councillors stated that the quote had not been received in accordance with the Code of Conduct which must be followed. The Council were in agreement that any councillor can quote for work when the correct procedure is followed.	
11.9.18.9b	To consider the removal of the kick wall and window railings. Quotes are needed. Cllr Samuels proposed, Cllr Keyte seconded. Four in favour, one against.	
11.9.18.9c	Quotations for general maintenance at RR Building. Quotes are being sought for work relating to facia, guttering, soffits, roof repairs, doors, and refitting windows.	
11.9.18.9d	Update on grass cutting following meeting with TBC. All contracts were being reviewed. Cllr Osborne would provide a petrol mower to the Cricket Club. She was thanked and the offer was gratefully accepted.	
11.9.18.9e	The minor remedial work to children's playground has been carried out but payment is outstanding. Wetpour shrinkage was discussed and there was the suggestion that it should be left until after the winter.	
11.9.18.10	Other Matters	
11.9.18.10a	Emergency Grab Bags would be distributed amongst Councillors.	
11.9.18.10b	Consideration of first aid training course. There was general agreement that there should be a first aid course. This needed to be explored and it was hoped that other village groups would share the costs.	
11.9.18.10c	Organisation of a Village Event in 2019 Cllrs Harmer and Samuels agreed to lead on this.	
11.9.18.10d	Update on new Parish Clerk job application. Two applications received. The new appointee would be subject to a six month probation period.	

11.9.18.10e	Clerk's holiday pay and final salary. The meeting was closed. Cllr Ryman presented the calculations of final pay. Proposed by Cllr Ryman, seconded by Cllr Harman. Four in favour, one against.	
11.9.18.11	Next Meeting: 9 October 2018.	

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APPENDIX 1

Payments authorised and to be authorised since last meeting

			<u>Paid</u>
M D Gibbons	Cleaning - JWP & RRB (July)	Bank Transfer	£189.75 22Aug18
PATA	Jules Owen	Bank Transfer	£20.00 22Aug18
KBW Property Ltd	Church Centre	Bank Transfer	£2436.00 13Aug18
P&H Services	Defibrillator	Bank Transfer	£64.80 8Aug18
Ellie Arnett	RRB Materials	Bank Transfer	£320.83 3Sep18
V Larcombe	Mowing Etc.	Chq 002171	£165.00 31Jul18
H Samuels	RRB Materials	Bank Transfer	£144.39
TBC	Grass Cutting	Bank Transfer	£494.15
MD Gibbons	Cleaning (August)	Bank Transfer	£166.75
Richard Pasco	JWP Cleaning	Bank Transfer	£49.50
Jules Owen	Final Salary	Bank Transfer	£1310.87
			<hr/> £5361.84

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