**M I N U T E S (subject to agreement at the next council meeting)** of a meeting of Gotherington Parish Council held at 7.30pm, on **Wednesday 11thMarch 2020** in the Rex Rhodes Building, Gotherington.

Councillors Present: Howard Samuels (Chairman), Lewis Harmer, Bev Osborne, Simon Tarling, Mavis Rear (Vice Chairman)

Also Present: Locum Clerk (Emma Bennett) & 2 members of the public

Apologies: Allen Keyte, Ken Leech, Borough Councillors Mike Dean & Anna Hollaway

**2020.1/15 Welcome**

The Chair confirmed the meeting quorate, and apologies for absence were received as detailed above. Attendees confirmed they did not intend to record or film the meeting.

**2020.1/16To receive declarations of interest for items on the agenda below**

None declared.

**2020.1/17 To approve the minutes of the meeting held on 15th January 2020**

The Minutes were approved as a true record and signed by the Chair.

**2020.1/18 To receive and request Borough Councillor & County Councillor Reports**

No report received.

# 2020.1/19 To receive reports from Parish Councillors on any external meetings attended

Meeting with former Clerk – it was confirmed that all materials and equipment had been recovered.

**2020.1/20 To receive reports from Working Groups:**

**Finance & Policy – report on grass cutting costs/hire charges circulated**

TBC had been unable to cut the grass due to the wet weather. Contact had been made with the cricket and football club over grass cutting. The tennis group needed to be contacted.

**Environment – discuss VAS proposal and whether it should be**

**researched by the working group**

Plans for an additional VAS currently on hold. Current VAS sign working. Race traffic and inconsiderate parking at Shutters Inn an issue. The Locum Clerk would forward information on the Councillor Meetings held by the Racecourse annually.

Malleson Road–issue with potholes on road would be reported by Cllr Rear. Councillors discussed Condition 19 relating to the Charles Church development site which had not been discharged. 14 properties had currently been sold. Cllr Tarling would contact TBC and GCC Highways regarding issues. Cllrs also discussed the deterioration of large sections of Malleson Road from the village gates to Shutter Lane due to the building works noting that developers should undertake repairs and that GCC can charge the developer if needed.

**Ownership of Village Hall with a view to the Hall becoming CIO**

Cllrs discussed the village hall. It was proposed the PC would retain the land, building and car park and charge a peppercorn rent of £1 a year, it was suggested the length of the lease being potentially 99 years with a dissolution clause transferring back to the PC if there was an issue. Councillors agreed to seek advice from Philip Parkinson, Commercial Lawyer at HCR on the suggested rent, length of lease, clauses and contract to be issued. It was agreed that the Chair would take this forward.

**Recreation**

No report

**Events**

Cllrs discussed a planned music festival for July noted this could be impacted by the Coronavirus. The Chair would review the insurance policy.

**2020.1/21Public Session** (15 minutes)

A resident enquired when TBC would start the grass cutting of Lawrence Meadow and was advised this would be when the grass was dry.

A resident commented on the condition of a derelict unoccupied property in Malleson Road and advised that he had met the owner who planned to renovate the property in 2020.

A resident commented he had put the bins for the Rex Rhodes Building out and enquired if there was a “bin monitor”. The Chair advised putting the bins out was done on an adhoc basis and thanked the resident for doing this. The Chair agreed to draw up a bin rota.

A resident reported the tarmac outside properties 74 and 78 Malleson Road was “coming away”. The resident was advised to report this directly using GCC’s Report-It page.

A resident suggested a village litter/tidy up in memory of the late Ian Wilson near his birthday. The funeral would take place in March and details would be discussed at a meeting after this.

A resident advised that the agenda and minutes were no longer circulated to the contact list held by the GPC. It was noted that the PC did not have a Clerk in place and this would be resolved following the Clerk’s appointment.

A resident advised that horse droppings were a regularly issue on pavements in the village. It was noted that horse riders were not obliged to clean up after horses. It was agreed that the issue would be highlighted on Facebook and enquires regarding the horse owner would be made.

A resident enquired if the memorial gate at Prescott was listed as the Stable Block/House was for sale. Cllrs advised that this was not known.

# 2020.1/22 Finance

1. **To approve payments to date (circulated) and budget report (circulated)**

The following payments were approved:

Clerk’s Salary (January 2020) £589.84

British Gas Direct Debit £97.96

1&1 internet £17.96

Cleaning (Jan 2020) £207.00

GAPTC (Course Dispute Resolution) £55.00

British Gas £89.04

Cleeve Pest Control £180.00

Clerk’s salary (February 2020) £589.84

Cotswold Garden (Xmas Tree) £100.00

Water Plus Direct Debit £224.93

**Payments Awaiting Approval**

Cleaning (February 2020) £174.50

PATA (Jan, Feb, Mar + Rerun March Payroll) £28.25

Councillors discussed the PATA payment noting that the former Clerk’s last date of employment was 27/02/2020 and therefore there should be no charge for the March payroll. The Chair would contact PATA regarding this.

**Money in Since Previous Meeting:**

Wine Club JWP Booking £32.00

Bench Maintenance (M Rear) £50.00

Councillors discussed the outstanding payments from Garden House, the Nursery School provider. It was agreed that the Cllr Tarling and the Chair would meet with the Garden House company owner regarding the outstanding payments and agree a payment plan for payment of the debt. The Locum Clerk advised that the issue should be mentioned to the HCR solicitor for advice when discussing the village hall ownership.

It was noted that the Garden House were the main hirer of the hall. The Chair agreed to contact the insurers regarding potential losses of income if the Nursery School could not run due to the Coronavirus.

1. **To agree the bank reconciliation to 31stJanuary 2020**

The bank reconciliation was £32,401.55

1. **B/F To appoint an Independent Internal Auditor for the 2020/21 accounts**

Councillors considered 3 options. Councillors agreed to ask Caroline Ryman if she could be appointed Internal Auditor for 2020/21. If Caroline Ryman was unavailable Councillors agreed the Chair could appoint DKE Audit Services.

**To consider costs of a bespoke training course – conflict resolution - £300**

**for 2/2.5 hours, plus mileage 0.45p.**

Cllrs agreed to defer this item whilst the Garden House Nursery School debt was outstanding.

**5. To consider GAPTC Membership 2020/2021 - £286.18**

Cllrs noted that resignation of membership must be in writing to GAPTC before 31 December. The Council agreed to renew the GAPTC annual subscription from 01/04/2020 to 31/03/2021 at a cost of £286.18. The Chair would diarise future GAPTC membership considerations for the November agenda and annually thereafter.

# 2020.1/23 Planning Matters

**20/00202/PIP, Land at The Butts Shutter Lane Gotherington**

Cllrs discussed the application for the erection of 2No. infill dwellings. It was agreed that the Cllr Osbourne would advise TBC that Cllrs had no objections in principle but the dwellings could impact negatively on a Grade 2 listed house (Mayflower), there were access concerns regarding Shutter Lane and protecting continuing access to the public footpath.

**2020.1/24 B/F War Memorial – to consider quotations, funding and legal requirements**

Cllr Tarling updated on communications with the War Memorial Trust. It was noted some of the current stones were flaking and breaking up, the proximity to the road was an issue with damage being caused from passing vehicles, the condition of the brass plaque was also poor. It was noted that photos from the 1950s showed the memorial surrounded by land and a picket fence. A 1970s photo was the same view as present. The War Memorial had been listed and conservation of the original memorial was the focus. A resident mentioned that some names from WW2 were not listed. Cllr Tarling advised that there were strict requirements over the cleaning of the memorial. It was agreed that Cllr Tarling would write to GCC Highways regarding the war memorial.

**2020.1/25 B/F To initiate an In-Bloom Group**

The Chair would add details regarding initialling an In-Bloom Group on Facebook and seek support from the gardening club. Cllr Osborne would make enquiries regarding obtaining a barrel planter and the Chair would contact Christine Davis.

Cllrs discussed whether a noticeboard could be purchased for Shutter Lane as notices were currently being displayed on electricity poles. The cost would be investigated by the Chair.

**2020.1/26 B/F Tree planting on covenanted land**

Cllrs noted that trees could not be planted by the Parish Council on private land.

**2020.1/26/AOB Any Other Business**

Cllrs had received two quotes from S P Baker &Smart Maintenance for repairing the front of the garage floor. Cllrs discussed the quotes and current building regulations requirements. Cllrs agreed to accept the quotation from Smart Maintenance at a maximum cost of £450.00 with work being undertaken on 16/03/2020.

# 2020.1/27 Date of Next Meeting

The Chair would advise of the date of the next meeting which was likely to be subject to Coronavirus restrictions.

The AGM and Parish meeting would take place on 11 or 13 May 2020 subject to no restrictions due to the Coronavirus. The Locum Clerk agreed to check the position regarding the AGM date.

Signed:………………………………………..

Date:……………………………………………