

GOTHERINGTON PARISH COUNCIL

MINUTES OF MEETING HELD ON 13 DECEMBER 2016

Venue: Rex Rhodes Building, Gotherington

Present: Chairman David Hearn and Councillors Sylvia Stokes, David Ward, Howard Samuels, Bev Osborne, Eddie McLarnon, Rodney Churchill and Caroline Ryman.

Attendees: Clerk/RFO Jules Owen and 9 members of the public.

13.12.16.1 **Received and accepted apologies for absence from:** B. Cllr. Gore

13.12.16.2 **Declarations of interest were received** from Cllr. Osborne with regard to the petanque shelter, 12A

Clerk confirmed the meeting was quorate.

13.12.16.3 **Minutes of Parish Council Meetings** held on 8 November 2016 were signed as a true and accurate record.

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

Minute Ref.	Description	Action required
16.05.09.1	Manor Lane Flooding	Amey camera inspection carried out. Remedial works awaiting. Clerk contacted Amey to chase-up remedial work. 5.12.16 – Clerk contacted Candy Benning to chase.
16.05.09.1	RoSPA report actions	Ongoing.
16.06.08.3	To appoint internal auditor for March 2017	Ongoing.
16.06.12.1	Consider management of community pavilion when operation	Ongoing.
16.07.07.1	Add Councillors as signatories to bank account	DH to complete individual application forms for Councillors to process themselves.
16.07.10.1	Village community event in 2017	Nature and date to be decided.
16.08.10.2	Purchase and location of extra dog bin. S106 funds still available specifically for this £253.85	No further dog bins currently required but funding still available. Cllr Ryan has dog fouling signs ready to install, just needs to check with land owners.
16.08.10.6	Identification of damaged signs	Yvonne & Brian Cosgrove compiled a list which the Clerk sent to Highways. No response received to date. Clerk chased this again on 5.12.16.
16.08.11.1	Damage to TPO trees in Shutter Lane	Trees removed – Cllr. Samuels to contact Mark Snape regarding replacement 13.12.16
16.08.11.1	Maintenance of Freeman Field	Maintenance schedule has been prepared but will be diarised until March 2017. Ensure playground inspection book is maintained.

13.12.16.5 **Borough Councillor's Report** – No report but sends Christmas & New Year wishes.

13.12.16.6 **County Councillor's Report** – No report.

The meeting was adjourned so that the public could comment on any matter

Steve Nesbitt wished to speak about the petanque shelter. Chairman confirmed he would be allowed to speak when item 12 was discussed later in the meeting.

Richard Osborne – signage was required on the tennis courts “no football, this is a tennis area”. To be added to the agenda for the next meeting.

Also bagging to fencing at back of court as it is wearing was mentioned by councillors as this needs attention - this needs to be discussed within their committee.

13.12.16.7

Finance

13.12.16.7a

- a) Received and agreed Finance Report/Bank Reconciliation distributed at the meeting, see below:

**Financial Report for
13.12.16**

Cheques for payment:

8.11.16	SLCC	Reference books	1923	113.56
13.12.16	M. MccEvoy	Cleaning RRB	1925	108.00
13.12.16	Community First Trading Ltd.	Extra Insurance Premium for pavilion	1926	76.23
13.12.16	SLCC	Training	1927	94.80
13.12.16	Chris Hollings	Installing and securing new bench	1928	15.00
13.12.16	J Owen	Clerk & RFO expenses Nov.	1929	54.45
13.12.16	J Owen	Reference Book	1929	24.25
13.12.16	J Owen	Clerk & RFO salary - Nov.	1930	1188.17
13.12.16	GAPTC	Training		35.00
13.12.16	HMRC	December 2017 PAYE		70.39
13.12.16	R. Churchill	Travel expenses		30.60
13.12.16	Eurolink	CCTV for pavilion		1206.00

3016.45

INCOME

	TBC Grant		11154.39
09/11/2016	Summerfield Charitable Trust		3000.00
14/11/2016	RRB Room Hire		70.00
16/11/2016	A.M. Green	Ivor New's Memorial Bench	322.00
16/11/2016	VAT Refund		8017.81

22564.20

EXPENDITURE				
	British Legion Poppy Appeal	Wreath	1921	25.00
8.11.16	Gotherington Nurseries	Village Hall Christmas Tree	1922	0.00
8.11.16	Howdens	Fitted kitchen	1924	2400.00
8.11.16	1&1 Internet Ltd	Web hosting domain name	DD	17.96
8.11.16	Wyre Forest Log Cabins Ltd	3rd stage payment for pavilion	BACS	7235.28
8.11.16	British Gas	Electricity for RRB	DD	79.12
15.11.16	Humber Imports	Furniture for pavilion	BACS	1679.00
16.11.16	1&1 Internet Ltd	Web hosting domain	DD	21.56
23.11.16	Wyre Forest Log Cabins Ltd	Balance for pavilion	BACS	6114.72
30.11.16	M Grimshaw Carpentry Ltd	Kitchen Fitter for pavilion	BACS	636.00
30.11.16	B Osborne	Flowers & Wine, pavilion opening	BACS	83.50
2.12.16	Howdens	Kitchen for pavilion	BACS	103.92
2.12.16	Homebase	Fittings for pavilion	BACS	82.98
2.12.16	Homebase	Fittings for pavilion	BACS	19.16
2.12.16	B Osborne	Fittings for pavilion	BACS	89.94
2.12.16	Dunelm	Fittings for pavilion	BACS	24.56
2.12.16	Carpert Runners UK	Fittings for pavilion	BACS	54.15
2.12.16	Nisbets	Fittings for pavilion	BACS	318.52
2.12.16	Howdens	Kitchen for pavilion	BACS	39.36
2.12.16	B Osborne	Kitchen for pavilion	BACS	39.55
8.11.16	SLCC	Reference books	1923	113.56
13.12.16	M. McEvoy	Cleaning RRB	1925	108.00
13.12.16	Community First Trading Ltd.	Extra Insurance Premium for pavilion	1926	76.23
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13.12.16	R. Churchill	Travel expenses		30.60
13.12.16	Eurolink	CCTV for pavilion		1206.00

22080.73

BANK RECONCILIATION AS AT 12.12.16	
Opening cash bal. as at 12.12.16	9051.01
Add income	22,564.20
	31615.21
Less Expenditure	22080.73
Closing cash bal. as at 8.12.16	9534.48
Add cheques to be authorised	3016.45
Add unpresented cheques	259.76
Balance as per bank statement as at 12.12.16	12,810.69

Notes

20.12.16	British Gas	Electricity for RRB	DD	129.87
20.12.16	British Gas	Gas for RRB	DD	262.01
	(not included in Bank Rec)			

VAT to be claimed from pavilion costs	(This has been included in final costs submitted on 13.12.16)	VAT claim will be sent at end of December 2016		3,395.16
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S106 to be claimed	(This has been included in final costs submitted on 13.12.16)			2612.00
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Invoice sent for balance from TBC Grant	(This has been included in final costs submitted on 13.12.16)			3845.61
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13.12.16.7b b) Agreed accounts for payment and those paid since last meeting, details distributed at the meeting and contained here.

13.12.16.7c c) Working Party established (Chairman, Cllrs. Ryman, Stokes and clerk) to consider 2017/18 budget.

13.12.16.7d d) It was agreed to keep casual hire charge for Rex Rhodes Building & John Woolley Pavilion the same, i.e. £8.00 per hour for village residents, £11.00 per hour for non-village residents and £10 for regular business type hire. Cllr. Osborne outlined how the online booking system will work and confirmed she will block out the use for the fixtures list for the various clubs when she is given details at the beginning of the season. However if she takes a booking for a private function after initial dates have been blocked out, for a date that is available and a Club then requires the facility, the private booking will stand.

13.12.16.7e e) Confirmed Staffing Committee as Chairman, Cllrs. Stokes and Samuels - date to be arranged for clerk's review in early 2017.

13.12.16.7f f) Cllr. Samuels and clerk to review insurances policies early in 2017.

Cllr Stokes asked if the PC would be prepared to take on insurance cover for GOWNS if needed - Rev. Rich recommended John Bishton may be able to advise.

13.12.16.8

Planning Matters

13.12.16.8a

- a) Ref. Amended Planning Application 16/01075/FUL Red Roofs, Shutter Lane
Application reduced to two x 4 bedroom dwellings
It was agreed the clerk send a letter of objection stating previous comments still stand.

13.12.16.8b

- b) Ref. Planning Application Amendment 16/00901/OUT Cobblers Close
Cllr. Stokes had prepared a draft objection which she would forward to the clerk to send to TBC.
Clerk to write to TBC to put pressure on the system to have the Planning Committee Meeting moved to February 2017.

13.12.16.8c

- c) It was agreed the clerk would write to Pembury to request a permissive path from the land owners and Pembury through their land between Silver Howe and Gorse Green.
Cllr. Stokes asked the clerk to write to the Planning Officer to confirm that Gotherington Parish Council wishes to be closely involved in the Reserved Matters for the Malleson Road development.

13.12.16.9

Highways

13.12.16.9a

- a. Cllr. Samuels discussed the 7 proposed locations for the VAS and confirmed Mark Snape will provide 2 signs and the 7 poles which he will also fit. Each sign comes with a spare battery. The 7 sights proposed by Cllr. Samuels were agreed. Cllrs. Samuels and Stokes will now check with residents in the vicinity out of courtesy and also invite Mark Snape to the next meeting to discuss the operation of the VAS signs

13.12.16.9b

- b. With regard to the Malleson Road/Evesham Road Junction it was agreed the clerk would write to Highways to report there had been another accident at the junction and requesting details of what they are planning to do with the junction.
Cllr. Churchill proposed we carry out our own Village Survey so that we have some data to support future correspondence with Highways.

13.12.16.10

Footpaths & Hedges

Cllrs. Stokes and McLarnon reported the hedge along Cleeve Road needed cutting back as it was scratching cars. Clerk to write to Homelands Farm to ask for the hedge to be cut back.
Cllr. Stokes reported the four ash trees in Ashmead Drive need pruning, the clerk was asked to write to Colin Jones, (owner of the land) to ask him to consider pruning them.

13.12.16.11

Acquisition of the Free Church building.

Brian Cosgrove gave a summary of the project sub-committee's research, his full report had been circulated to councillors prior to the meeting. They were seeking approval to undertake a full structural survey to confirm the extent of renovation works required – no commitment was sought as to formally proceed with the purchase or renovation.

A long discussion followed which highlighted the fact that no grants were available for the purchase of the building - TBC possibly may be able to provide funding but it's not in their normal remit so not guaranteed. Rev. Rich said that with agreement from PCC they may be able to offer some funding towards the purchase.

Chairman proposed to allocate £2,000.00 to undertake a full structural survey to enable councillors to make an informed decision on this project.

Seconded by Cllr. McLarnon

5 in favour

13.12.16.12

Freeman Field

13.12.16.12a

- a) Cllr. Samuels gave an overview of the petanque rain shelter and plan which had been approved at the meeting on 11.10.16.

Clerk had received an email from resident, Steve Nesbitt of 44 Malleson Road officially objecting 'to this or any sort of structure being erected to the rear of his property'. At the meeting Steve Nesbitt and his wife stated they had changed their minds and did not want a structure behind their house. They were concerned it would encourage anti-social behaviour and teenagers would congregate around it. They also endorsed their original concern to the structure having sides.

Cllr. Ward presented the 3 quotations – all companies had been given the same information:

- 1) Snape Contracting - £14,000.00
- 2) Oxenton Builders £26,000.00
- 3) Steven Baker £8,900.00

The position of the piste would stay the same, the siting of the structure would be discussed and the position from the back garden fence would be agreed.

A long and full discussion took place before the proposal was made, this included design, position, need, size, councillors interest, cost, insurance.

Cllr. Samuels proposed Snape Contracting as the contractor for the petanque rain shelter and piste at a cost of £14,000.00

Cllr. McLarnon asked why they wanted to use Snape, their quote is 50% higher? The Chairman said they will give a good quality product and confirmed they need a new piste as the existing one is 20 years old and needs replacing/refurbishing.

Seconded by Cllr. Ward.

5 in favour.

Cllr. Ryman added a caveat – to include health and safety considerations.

Cllr. Samuels to contact Snape Contracting to prepare full drawings.

Residents left, all very disgruntled.

13.12.16.12b

- b) Cllr. Osborne confirmed the John Woolley Pavilion was now all complete including the sign and that the table tennis table would be reinstated after Christmas.

13.12.16.12c

- c) Online-booking system all up and ready to go in January 2017.
Cllr. Osborne will do it all initially and monitor it.

13.12.16.13

Received update on the status of the Neighbourhood Development Plan from Cllr. Ward.

Cllr. McLarnon asked if we should be doing anything about the objections to the NDP which have appeared on the website but Cllr. Ward assured councillors that we have a robust plan and have booked time with Kirwell's for February 2017 so need to wait and respond to the report from the Inspector in due course.

13.12.16.14

Other Matters

13.12.16.14a

- a) No applications received for the vacancy for a Parish Councillor, closing date extended to 31 January 2017

13.12.16.14b

- b) The tree in Lawrence's Meadow was discussed and it was agreed an assessment was required as to how dangerous it is before going ahead with the expenditure of having it removed. Clerk to contact TBC to ask for them to do a safety assessment of the tree and the extent of the root system.

13.12.16.14c

- c) Jenny Aplin had advised that South West Ambulance Service have changed their activation radius for community defibrillators from 400m to 200m and suggested the PC may wish to install a second defibrillator. The Chairman confirmed there will be no further expenditure currently and Cllr. Ryman said she would speak to Mr. Jordan, the Head Teacher at Gotherington School to see if their defibrillator could be housed in a place accessible to the public, this would then cover the east side of the village.

13.12.16.14d

- d) The request for funds to renovate a panel of War Memorial which is deteriorating – to be added to the agenda for the next meeting
- e) A Thank You Letter had been received from Anne Woolley reference the John Woolley Pavilion. She really enjoyed the day and appreciated all the hard work and kindness.

15.13.12.16.15 **Next Meeting – 10 January 2017**

Agenda items for next meeting:

- Signage was needed on the tennis courts
- To consider request for funds to renovate a panel of War Memorial which is deteriorating

Meeting closed – 9.50pm

Signed

Chairman

Date

DRAFT