

GOTHERINGTON PARISH COUNCIL

MINUTES OF MEETING HELD ON 10 January 2017

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 8 members of the public.

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

10.1.17.2 No declarations of interest were received and the clerk confirmed the meeting was quorate.

10.1.17.3 Minutes of Parish Council Meetings held on 13 December 2016 were signed as a true and accurate record.

10.1.17.4 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.	Clerk had received details from Iain Selkirk who had done the internal audit previously offering his services for £90.00 for the Y/E 31.3.16. Clerk to speak to other local clerks before the Parish Council makes a decision
16.06.12.1	Consider management of community pavilion when operation.	Ongoing.
16.07.07.1	Add Councillors as signatories to bank account.	Chairman 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. \$106 funds still available specifically for this £253.85	No further dog bins currently required but funding still available. Cllr. Ryman has dog fouling signs ready to install, just needs to check with land owners – 3 have been installed, 3 left to do.
16.08.10.6	Identification of damaged signs.	Residents 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.	Cllr. Samuels confirmed trees to be replaced, can be any local tree, silver birch recommended. To be planted in Feb. 2017.
16.08.11.1	Maintenance of Freeman Field.	Maintenance schedule diarised for March 2017. Ensure playground inspection book is maintained.
13.12.16.8c.	Charles Church Developments Ltd., Malleson Road.	Clerk wrote to TBC to confirm GPC wish to be closely involved with Reserved Matters.
13.12.16.9b	Permissive Path.	Clerk wrote to Pembury requesting permissive path from landowners and Pembury.

13.12.16.9b	Malleeson Road/Evesham Road Junction.	Clerk wrote to Highways for details of how they are going to improve the junction.
13.12.16.10	Overgrown Hedges in Cleeve Road.	Clerk sent letters to residents at Homelands Farm Cottage and Scanny Goodhall Cottage in Cleeve Road regarding remedial work required to hedges. Resident had been in touch, acknowledged his hedge required remedial work but needed some assistance with contractor's details. Also said in long-term he would like to remove hedge and replace with footpath but does not know where to start with obtaining planning permission etc. Cllr. Churchill to contact.
13.12.16.10	Ash Trees in Ashmead Drive.	Clerk sent letter to C. Jones regarding remedial work required to ash trees.
13.12.16.13	Neighbourhood Development Plan	Cllr. Ward confirmed Inspector Liz Beth had requesting a meeting with members of Steering Group of Tewkesbury Borough Council Planners which is to be on 3.2.17. She wishes to discuss possible changes to site boundaries and dwelling numbers.
13.12.16.14b	Tree in Lawrence's Meadow	Clerk contacted TBC requesting safety assessment on tree/root system.

10.1.17.5 Borough Councillor's Report – No report.

10.1.17.6 County Councillor's Report – No report.

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

Edward Catchpole made the following points:

- Asked for the Minutes to be displayed in village - it was confirmed they are
- Notice in telephone box relating to defibrillator is no longer legible - Cllr. Stokes to replace
- Wished to confirm John Woolley Pavilion can be booked separately and if Tennis Club has first call on the pavilion. Cllr. Osborne clarified you can book them separately and it is not a Tennis Club building, it is for everyone! Tennis Club does have first call on match days but it is available for everyone else on all other days.

Sarah Whitehead read a statement from PCC which offered a donation towards the purchase of the Free Church which would be equal to one third of the purchase price. Offer was made with no strings attached and came from a fund originally for the purchase of a church in Gotherington. Full details of the offer would be sent in writing

Chairman asked if it was their final offer – Sarah said she could always go back and asked again and confirmed their next meeting is on 14 February 2017.

Cllr. Ryman asked if there was a maximum they would give as purchase price was originally £70,000. Sarah was not sure on this point but stated they didn't want to donate total of purchase price.

10.1.17.7 Cllr. Samuels gave short presentation of proposed vehicle activated signs. They will display the speed limit i.e. 30 and SLOW DOWN, not actual speed motorists are travelling at. There will be a charge of £250.00 which will be covered by S106 funding to enable data collection to provide councillors with actual traffic speeds etc. The S106 agreement from Shutter Lane stipulates the provision of two signs and the necessary posts. The council propose to buy a further four posts which Centaur Homes have agreed to install around the village at sites approved by Gloucestershire Highways. The signs are battery operated and will be padlocked to the posts.

Cllr. Samuels proposed the signs, which were approved.

Freeman Field

10.1.17.7a Cllr. Ward began by introducing himself as Chairman of the Petanque Club and Cllr. Samuels as a member. They had visited Mr. & Mrs. Nesbitt in Malleeson Road who had

agreed to the proposed revised position of the petanque rain shelter.

Cllr. Samuels proposed the revised position of the rain shelter to be .8m to the west and close to the northern boundary fences of the residents of Malleson Road.

This was agreed.

Cllrs. Osborne and Ward abstained.

Cllr. Samuels proposed getting more detailed drawings from Snape Construction which would show the final design and position of the petanque rain shelter, for approval by RoSPA with regard to health and safety, prior to construction.

This was agreed.

Cllrs. Osborne and Ward abstained.

10.1.17.7b Cllr. Osborne gave an overview of the online booking system. Some feedback was that it was confusing to use so Cllr. Osborne said she would have another look at the system. Cllr. Ward raised the £4.00 per hour charge made to the Petanque Club which members felt was rather a lot for just using the toilets. Cllr. Osborne said the committee would have another look at the charge, it was just a starting point. Cllr. Osborne had produced a Hirer's Information Pack which includes contact details and a health and safety sheet, it was suggested it would be good to add details of hire charges. Cllr. Stokes wished to thank Cllr. Osborne for all the work involved in getting the booking system to this stage.

10.1.17.7c Cllr. Osborne confirmed she had got signage for tennis courts which displayed rules etc. as discussed. Cllr. Samuels reported Mr. and Mrs. Newsum had said there were some 20 dog poo bags in new bin on field. Clerk was asked to contact Tewkesbury Borough Council to ask if they would empty a dog waste bin if it were situated down at the bottom of the field to alleviate this issue.

Clerk to contact TBC

10.1.17.8 Cllrs. Osborne and McLarnon gave short presentation about proposed purchase of Free Church. Report from the full survey of the building had recently been received and required further investigation. Chairman asked Cllr. Ryman to work with Cllrs. Osborne and McLarnon to prepare finance report required before proceeding further. **The Chairman stated the village had a right to contribute to the decision and proposed in principal a formal referendum/consultation.** A flyer detailing the expenses together with the reasons for and against the project would be delivered to all houses in Gotherington inviting each house to make a decision. Seconded by Cllr. Ward. Agreed unanimously.

10.1.17.9 Finance

10.1.17.9a Received and agreed Finance Report/Bank Reconciliation which had been circulated prior to the meeting. Website needs updating to be compliant with Transparency Code 2015. It was agreed a working party comprising Cllrs. Samuels, Churchill, McLarnon and clerk to be set-up.

Gotherington Parish Council

Financial Report for 10.1.17

Payments for authorisation:

10.1.17	M. McEvoy	Cleaning RRB	2114	103.50
10.1.17	J Owen	Clerk & RFO salary, Dec 16	2115	895.24
10.1.17	HMRC	PAYE - December 2016	2116	30.44

10.1.17	J Owen	Clerk & RFO expenses, Dec.16		48.00
20.1.17	British Gas	Electricity for RRB	DD	213.38
				1290.56

EXPENDITURE

20.12.16	British Gas	Electricity for RRB	DD	129.87
Authorised expenditure	Surveyor (estimated)	Full structural survey fee		2000.00
				2129.87

INCOME

19/12/2016 TBC S106 - Inv. 3009 & 30010	6721.17
29/12/2016 TBC Bal. of Grant Inv. 3011	3845.61
	10566.78

OUTSTANDING

9.1.17	Garden House Nursery	Nov. Invoice outstanding	1193.52
	Garden House Nursery - Dec. still to be invoiced	Awaiting hours	
9.1.17	VAT Claimed	Oct-Dec 2016	3686.46

BANK RECONCILIATION AS AT 9.1.17	
Opening cash balance as at 9.1.17	9534.48
Add income	10566.78
	20101.26
Less expenditure	3420.43
Closing cash balance as at 9.1.17	16680.83
Add cheques to be authorised	1290.56
Add authorised expend. (Surveyors Fee)	2000.00
Add unpresented cheques	389.98
	20361.37

10.1.17.9b Received and agreed the accounts for payment and those paid since last meeting, details had been circulated prior to the meeting.

10.1.17.9c The clerk's review was postponed due to personal reasons of the clerk, new date to be arranged.

10.1.17.9d **The Chairman proposed the 2017/18 budget which had been prepared by the Finance Committee and had been circulated prior to the meeting.**

It was agreed, the clerk to inform Tewkesbury Borough Council of the £12,000.00 Precept for 2017/18.

Gotherington Parish Council Budget 2017/18	Budget 2016/17	Actual to date 2016/17	Estimated at Y/E 31.3.17	Proposed Budget 2017/18	Comments
EXPENDITURE					
Rex Rhodes Building - servicing	2500	1800	2000	2000	
Rex Rhodes Building - utilities	2000	1535	2000	2100	
All Insurances	850	810	810	1100	
Salaries/PAYE	4000	4400	7535	11000	Takes CiLCA training into account to end July 2017
Admin incl. website & training	750	2215	2500	1500	
Subscriptions - GAPTC	500	260	285	300	
Professional Fees inc. Audits	500	470	470	520	
Donations	0	350	350	0	
Rent	250	26	26	100	
Miscellaneous	500	350	750	500	
Maintenance:					
Tennis Courts	0	0	0	0	Fund maintained to cover costs
Freeman Field		2700	2700	1000	
Playground	0	440	440	300	
Village - grass cutting (pathways/verges)	900	1025	1025	1200	
Funding for projects in reserves	8075	7611	8075	0	
Village - Tree maintenance	0	0	0	2000	
Pavilion maintenance	0	0	0	500	
	20825	23992	28966	24120	
INCOME					
Rex Rhodes Building	11000	6820	11490	11500	
Pavilion	0	0	0	500	
Precept	8000	8000	8000	12000	
Council Tax Supp. Grant	400	200	200	120	Probably will not be available again
Interest	0	0	0	0	
Tennis Courts	1300	0	0	0	See details of Maintenance Fund
Miscellaneous	125	275	275	0	
	20825	15295	19965	24120	
Tennis Court Maintenance Fund					
Balance b/f (from accounts 31.3.2016)				12481	
Plus income from 2016/17 to date			642	13123	
Plus estimated income by 31.3.2017			500	13623	
			Estimated value of Tennis Maintenance Fund at 31.3.17	13,623	

10.1.17.10 Planning Matters

10.1.17.10a Re: 16/01411/FUL, Cleavelands – Cllr. Stokes to look into this further and forward details to the clerk for her to submit if required.

- 10.1.17.10b** Re: 16/00901/OUT Cobblers Close – Cllr. Stokes had prepared statement which other members had contributed to in preparation for February Planning Committee. Cllr. Stokes to contact C. Cllr. Bird and B. Cllr. Gore to arrange meeting prior to February Planning Committee to gain their support. It was also suggested a letter should be sent to all Councillors prior to Planning Committee too

- 10.1.17.11.** Cllr. McLarnon gave update on his research of the foul water sewerage following his recent discovery of flooding at Grange Farm. Parish Council need Tewkesbury Borough Council and Severn Trent to confirm that Charles Church will not be using Oxenton for their foul water sewerage with the new Malleson Road development.
Cllr. McLarnon has all the information so will prepare letters for clerk to send as required.

- 10.1.17.12. Other Matters**
- 10.1.17.12a** Email application received from Lewis Harmer, he had been invited to attend the next Parish Council Meeting.

- 10.1.17.12b** Cllr. Osborne will contact Jacqueline Waine and Kate Button to discuss obtaining a quote for renovating a panel of the War Memorial which is deteriorating. It was suggested that a grant may be available from the Wargrave Commission.

- 10.1.17.12c** Received letter from Gloucestershire County Council enclosing Waterside Living leaflets to be distributed in local public buildings in the parish.

- 10.1.17.13. Next Meeting:** 14 February 2017

Meeting closed: 9.25pm

Signed

Chairman

Date

