

Councillors attended the meeting of Brimpsfield Parish Council at the Village Hall on TUESDAY the 19<sup>th</sup> March at 7.30pm for the purpose of transacting the following business.

*2 Members of the public were welcomed and invited to address the council at item 7 on the agenda.*

#### MINUTES

- 1) **Council recorded attendance of Councillors' Overbury, Larthe, Ryan and Eaton.**  
Council noted apologies from Councillors' Lock and Parsons . Councillor Harrison did not attend.
- 2) **Declarations of Interest on items on the Agenda. (Localism Act 2011) were noted. Councillor Larthe declared an interest on item 12 planning.**
- 3) **Council approved the minutes of a Parish Council Meeting held on the 22<sup>nd</sup> January 2018, which were then duly signed.**
- 4) **Matters arising from previous minutes.**
  - Cllr Overbury reported on ownership of land at Buckholt Wood.  
No evidence of Parish Council ownership at Land Registry. Matter closed
  - Map of Parish Boundary will be provided for records (Chair of Council). To be carried forward.
  - GAPTC internal audit- form has been sent back.
- 5) **Council noted Public comments on items later on the agenda.**
- 6) **Council discussed quotes for the repair/restoration of the village noticeboard.**  
The 2<sup>nd</sup> Contractor approached does not wish to quote for the work.  
**Clerk** to research price of oak noticeboard (urgent) and to inform Chair who will decide on placing order in line with Council's indicated wishes to purchase and install a replacement notice board.
- 7) **Council discussed updates on village hall refurbishment-**  
Member of public informed Council that a bid has been put in to the National Lottery and further information to follow.  
**Clerk** to look at Village Hall insurance on Council insurance policy before renewal is completed and insurance for general Village Hall functions to be researched. Clerk to confirm length of Long Term Agreement.
- 8) **Council considered Highways and PROW updates**
  - a) **White line markings opposite the War Memorial have been eroded.**  
Clerk to inform Glos Highways.
  - b) **Use and condition of Public Footpath running from the Knapp towards Longdale.**  
Following concerns raised by member of the Public and Councillor Lock, Councillor Overbury gave a verbal report on responsibilities of landowner and the Local Authority. It was agreed that **Councillor Larthe** will discuss the matter with the footpath warden and invite the Landowner to meet to discuss the matter. **Clerk** to respond to member of the public.
  - c) Council noted the proposed decision on the A417 road improvements.
- 9) **Council approved financial reports – see appendix 2**  
Council approved the payments as listed.  
Council approved annual increase to point 22 for Clerk with effect from 1<sup>st</sup> April 2019.  
**Clerk** to move budget surplus to cover cost of notice board within this financial year.

**10) Council discussed grass cutting quotes for 2019/20**

**Clerk** to look for 3 quotations for grass cutting for next 3 year period.  
See previous quotations from 2016 for specification and areas.

**11) Council noted correspondence received from Safer Cotswolds “modern slavery” booklets**

**12) Council considered and noted planning applications-**

Application number	address	details	Date received	Expiry date	Council informed/commence	Decision
18/04503/FUL 18/04504/LBC	Woodfield House Caudle green	External alterations and refurbishment	7/12/18	3/1/19	Emailed 11/12/18	permitted
18/04650	Muzzards, Climperwell road,	Timber livestock barn	14/12/18	4/1/19	Emailed 14/12/18	permitted
19/00554/TCO NR	Caudle Green Common	Remove limb of ash tree	13/2/19		Council discussed AOB Jan 19	Awaiting decision
19/00733/FUL	Keepers Lodge Cranham	Change of use of land to residential and construction of tennis court	13/3/19	02/04/19	Emailed 12/3/19	
19/00201/PAY PRE	Brimpsfield Park	Conversion of existing barn	On portal	unknown	March pc meeting	Pre application – not active at present

**Enforcement action**

Hermits Corner: No updates from District Council available at present time.

**13) Items for information only**

**a) Parish Assembly 23<sup>rd</sup> April –Agenda to be completed by Chairman by 5<sup>th</sup> April. Focus on Village Hall Improvements**

**b) Dates of next meeting – 14<sup>th</sup> May at 7.30pm**

**c) Nomination papers for Election were made available at meeting**

Meeting closed at 20.40 pm

## Financial reports - Appendix

<b>BUDGET SUMMARY</b>									
		BUDGET	Y TO D income/ expenditure	BALANCE	monies still due in	more income than planned	monies available to spend	over spend	
<b>INCOME</b>									
Precept		5460.00	5460.00	0.00	0.00				
Council Tax Support Grant		0	0.00	0.00	0.00				
Sale of History books - n/a		0.00		0.00	0.00				
Bank interest		1.00	1.30	-0.30		0.30			
VAT refund		10.00	0.00	10.00	10.00				
Other		0.00	33.14	-33.14		33.14			
Electricity wayleave		30.00		30.00	30.00				
		5501.00	5494.44	6.56	40.00	33.44			
<b>EXPENDITURE</b>									
Hire of Village Hall		200.00	65.00	135.00			135.00		
Insurance		300.00	344.11	-44.11				44.11	
Specialist Advice to notice board		300.00	0.00	300.00	-300				
Grants /Donations to notice board		200.00	0.00	200.00	-200				
Maintenance & repairs		0.00		0.00			0.00		
Audit Costs		80.00	162.93	-82.93				82.93	
Elections		0.00		0.00			0.00		
Grass Cutting - Brimpsfield		360.00	360.00	0.00			0.00		
Grass Cutting - Caudle Green		840.00	840.00	0.00			0.00		
GAPTC / Subscription		140.00	76.05	63.95			63.95		
Clerk's Salary (incl PAYE)		2500.00	2534.21	-34.21				34.21	
Clerk's Expenses		225.00	323.83	-98.83				98.83	
Payroll Management		110.00	62.50	47.50			47.50		
Training to notice board		200.00		200.00	-200				
Village Hall Grant to notice board		300.00		300.00	-300				
Inscriptions - War Memorial		0.00		0.00			0.00		
Section 137		25.00		25.00			25.00		
Un-budgeted expenditure		0.00	100.64	-100.64				100.64	
VAT Paid		10.00		10.00			10.00		
Website		100.00	0.00	100.00			100.00		
Equip & Assets to notice board		250.00		250.00	-250				
<b>*Notice board</b>					1250		1250.00		
<b>EXPENDITURE TOTALS</b>		<b>6140.00</b>	<b>4869.27</b>	<b>1270.73</b>			<b>1631.45</b>	<b>360.72</b>	
				1270.73					

*Changes made in line with agenda item 6- monies to be spent by 31/3/19*

**BANK SUMMARY AND RECONCILIATION**

<b>Bank Summary</b>			<b>RECONCILIATION</b>		
o/bal 1/4/18		5912.58	bank statement 87		5396.20
payments TO 31/03/19		-4869.27	outstanding cheques		
receipts TO 11/03/19		5494.44	458	184.70	
Closing balance 11/03/19		6537.75	459	46.12	
			460	184.62	
<b>RECONCILED BALANCE</b>	<b>6537.75</b>		461	46.20	
treasurers a/c	3393.89	R	463	184.62	
instant a/c	3143.86	R	464	46.20	
			465	25.00	
			466	1200.00	
			467	44.85	
			470	40.00	-2002.31
			balance		£3393.89

Date	Detail	Chq no	Receipts	Payments	TO BE AUTHORISED AT MEETING
01.04.18	opening credit bal		5912.58		
09.04.18	Interest		0.13		
19.04.18	Cotswold District Council		4095.00		
20.04.18	K Sales - April	432		226.09	
05.04.18	GAPTC	437		76.05	
09.05.18	Interest		0.13		
15.05.18	K Sales - Expenses	438		61.01	
15.05.18	Came & Co.	439		344.11	
15.05.18	K Sales - May	440		230.60	
15.05.18	Brimpsfield V. Hall	441		27.50	
15.05.18	Brimpsfield V. Hall	442		40.00	
15.05.18	HMRC - PAYE	443		0.80	
15.05.18	PATA Payroll Apr-Jun	444		22.50	
15.05.18	K Sales - June	445		230.60	
15.05.18	GAPTC	446		162.93	
11.06.18	Interest		0.14		
09.07.18	Interest		0.12		
17.07.18	K Sales - expenses	447		41.86	
17.07.18	K Sales - July	448		230.60	
20.08.18	K Sales - August	449		230.60	
17.07.18	PATA Payroll Jul-Aug	450		15.00	
28.10.18	b holder clerk	451		184.66	
28.11.18	b holder clerk	452		184.66	
28.12.18	b holder clerk	453		184.66	
28.10	HMRC - PAYE	454		46.16	
28.11	HMRC - PAYE	455		46.16	
28.12	HMRC - PAYE	456		46.16	
16.10	b village hall	457		25.00	
28.1.19	b holder clerk	458		184.70	
28.1.19	HMRC - PAYE	459		46.12	
26.2.19	b holder clerk	460		184.62	
26.2.19	HMRC - PAYE	461		46.20	
16.1.19	b holder expenses	462		176.11	
28.3.19	b holder clerk	463		184.62	
26.3.19	HMRC - PAYE	464		46.20	
16.1.19	pata payroll	465		25.00	
4.3.19	a partridge	466		1200.00	1200.00
12.3.19	b holder expenses	467		44.85	44.85
23.3.19	ICO	470		40.00	40.00
27.9	Cotswold District Council		1365.00		
10.12	Interest		0.13		
9.10	Interest		0.12		
10.9	Interest		0.14		
9.11	Interest		0.13		
9.8	Interest		0.13		
9.1	Interest		0.13		
19.1	Transfer from history acc		33.14	33.14	
	Totals		5494.44	4869.27	

## 2019/20 FINANCIAL YEAR PAYMENTS AUTHORISED

Cheque no 468 £194.06 clerk salary April 19

469 £48.52 HMRC April 19

470 – see above

471 £70.78 GAPTC subscription 2019/20

Notice board

