

To Members of the Council**AGENDA**

Councillors are hereby summoned to attend the Meeting of Brimpsfield Parish Council at the Village Hall on Tuesday the 21st January 2020 at 7.30pm for the purpose of transacting the following business

16th January 2020 BHOLDER. B Holder Clerk to the Council

Members of the public are welcome to attend and are invited to address the council

The Chair of Council will welcome members of the public followed by

- 1) To record attendance from Councillors' Tom Overbury, Jane Parsons, Heather Eaton, Claire Jardine, Michael McWilliam, Roger Lock and Archie Larthe.
- 2) To receive and consider apologies for absence.
- 3) To receive Declarations of Interest on items on the Agenda. (Localism Act 2011).
- 4) To approve the minutes of a Parish Council Meeting held on the 6th January 2020.
- 5) To receive reports from District Councillor and County Councillor in relation to the Parish
- 6) To consider and note planning applications as distributed and to agree responses:
- 7) To agree grass cutting contract as previously discussed (November 2019) 2 tenders have been received
- 8) To consider highway matters
- 9) To consider PROW matters
- 10) To note update on Hermits Corner
- 11) To approve financial reports as distributed
- 12) To approve payments
 - HMRC February -£48.40
 - B Holder salary (January s/o) £194.18
 - B Holder salary (February s/o) £194.18
 - B Holder expenses £46.85
- 13) Council to approve the appointment of independent internal auditor for 2019/20
- 14) **Items for information only** *NOTE: no decisions can be made on items raised in this section. Discussions can lead to items being included on the Agenda for the next meeting only.*
Meeting to be closed

Draft Minutes of the Extra-Ordinary Meeting of Brimpsfield Parish Council at the Village Hall on MONDAY the 6th January 2020 at 7.00pm

The Chair of Council opened the meeting followed by

1) Council recorded attendance as Councillors Tom Overbury, Jane Parsons, Claire Jardine, Michael McWilliam, and Roger Lock. Nine members of the public attended.

2) Council received apologies for absence from Councillors Eaton and Larthe.

3) Council received no Declarations of Interest on items on the Agenda

4) Approved the minutes of a Parish Council Meeting held on the 5th December 2019 which were then duly signed

5) Matters arising from previous minutes:

a) Cllr Overbury updated fellow councilors on the situation re the Brimpsfield notice board. The person who had been engaged to supply the board was seen working on it on Saturday 4th January. Cllr Lock advised that having spoken with the supplier – he was told that the re-varnishing would have to wait until the weather was better so that the water ingress would have been reduced.

b) The problems regarding the section of the Bridleway 11 remained. Cllr Overbury would again approach the Cotswold wardens regarding the plastic material at the base solution.

c) The missing barrier on the bridge over the stream adjacent to Watercombe had still not been attended to. This is to be chased up by the Clerk.

d) Councillors had still not seen the comments regarding 'Gowanlea' that were submitted to both the Planning department of CDC and Highways. Cllr Overbury would chase this up.

6) Council considered the following planning application and received comments from members of the public as part of a public session: 19/04477/FUL-Proposed alterations to Woodfield House stables access track. Cllr Overbury reminded the Councillors (and members of the public) as to what, as a Parish Council it could and could not comment on regarding Planning issues. Comments were then received from members of the public that included the applicant and members of the Caudle Green community. The points and concerns were duly noted. After some discussion the Parish Council unanimously agreed to OBJECT to the said planning application on the following grounds:

1) There is some confusion, (and possible incongruity) in relation to the two documents vis a vis Access Track – Block Plan, Sections and Location Plan and the Design and Access Statement (point 1.6) and the reference to a 'Turning circle' in the latter and that is not shown on the former which could suggest that the application is flawed.

2) In the Parish Council's consideration of the application, it was felt that given the existing use of the building, the scale of the changes to the access track and the substantial excavations being proposed are in excess of the current requirements and would result in a detrimental impact on the appearance of the Common.

7) Items for information only i) It was confirmed that the date of the next meeting was Tuesday 21st January.

ii) There was a request for the date of the March meeting to be changed to a later date.

Meeting closed at 7.37pm

CASH BOOK

01.04.19	opening credit bal (TREASURERS C/A)		3393.89	
	Opening credit bal (INSTANT /DEPOSIT)		3144.12	
26/04/2019	B HOLDER	468		194.06
26/04/2019	HMRC	469		48.52
	SEE 2018/19	470		
30/04/2019	GAPTC SUBS	471		70.78
02/04/2019	VILLAGE HALL	472		200.00
01/04/2019	DICKEN ROBERTS JOINERY	473		1200.00
12/05/2019	GAPTC AUDIT	474		160.00
24/05/2019	B HOLDER	475		194.30
25/05/2019	HMRC	476		48.28
14/05/2019	B HOLDER EXPENSES	477		64.08
14/05/2019	CAME AND CO	478		355.87
14/05/2019	PATA PAYROLL	479		23.25
28/06/2019	cancelled	480		
28/06/2019	HMRC	541		48.40
15/07/2019	B HOLDER EXPENSES	542		53.35
15/07/2019	DICKEN ROBERTS JOINERY	543		91.72
26/07/2019	HMRC	544		48.60
26/08/2019	HMRC	545		48.40
25/04/2019	CDC	REC	4531.00	
26/06/2019	B HOLDER	SO		194.18
16/07/2019	r lock- Denmans	546		18.00
10/09/2019	PATA PAYROLL	547		23.25
10/09/2019	b holder	548		43.85
20/09/2019	HMRC	549		48.40
20/10/2019	HMRC	550		48.40
26/07/2019	B HOLDER	S/O		194.18
26/08/2019	B HOLDER	S//O		194.18
26/09/2019	B HOLDER	S/O		194.18
26/10/2019	B HOLDER	S/O		194.18
04/11/2019	PATA PAYROLL	551		23.25
14/11/2019	A PARTRIDGE	552		1200.00
15/11/2019	B HOLDER EXPENSES	553		50.70
26/09/2019	PRECEPT		1510.00	
09/10/2019	INTEREST		0.13	
09/09/2019	INTEREST		0.13	
09/08/2019	INTEREST		0.13	
09/07/2019	INTEREST		0.12	
09/06/2019	INTEREST		0.14	
09/05/2019	INTEREST		0.13	
09/04/2019	INTEREST		0.12	
09/12/2019	INTEREST		0.12	
09/11/2019	INTEREST		0.14	
26/11/2019	B HOLDER	S/O		194.18
26/12/2019	B HOLDER	S/O		194.18
14/11/2019	CDC DEFIB GRANT		625.00	
19/11/2019	HMRC	554		48.40
19/12/2020	HMRC	555		48.40
19/01/2020	HMRC	556		48.40
16/01/2020	BHOLDER EXPENSES	557		46.85
	Totals		6667.16	5856.77

BANK RECONCILIATION

BANK SUMMARY				
	o/bal 1/4/19		6538.01	
	payments TO 16/01/20		-5856.77	
	receipts TO 16/01/20		6667.16	
	Closing balance 16/01/20		7348.40	
BANK RECONCILIATION				
treasurers	bank statement 98			4395.17
	outstanding cheques			
		554	48.40	
		555	48.40	
		556	48.40	
		557	46.85	
				192.05
				4203.12
	INSTANT(DEPOSIT)			3145.28
	BANK BALANCE			7348.40

BUDGET AGAINST ACTUAL

BUDGET SUMMARY								
	BUDGET	Y TO D income/ expenditure 16/11/19	BALANCE		monies still due in	more income than planned	monies available to spend	over spend
INCOME								
Precept	6000	6041	-41			41		
Interest	1	1	0		0			
VAT refund	10	0	10		10			
Wayleave	30	0	30		30			
other	0	625	-625				625	DEF GRANT
TOTAL INCOME	6041	6667	-626		40	41		
EXPENDITURE								
Clerks Salary	2800	2232	568				568	
Admin / Expenses	225	259	-34					34
Payroll Mgmt	110	70	40				40	
Insurance	350	356	-6					6
Audit	190	160	30				30	
Grass cutting Brimpsfield	360	360	0				0	
Grass cutting Caudle Green	840	840	0				0	
Mtg Room hire	200	200	0				0	
Subs	150	71	79				79	
Training	250	0	250				250	
Specialist Advice	300	0	300				300	
Maintenance & repairs	0	110	-110					110
Grants / Donations	200	0	200				200	
FROM RESERVES		1200	-1200					1200
Equip & Assets	250	0	250				250	
Web- site	100	0	100				100	
Sect 137	25	0	25				25	
Village hall Grant	300	0	300				300	
			0				0	
		0.00	0				0	
COUNCIL TO CONFIRM			0				0	
							0	
EXPENDITURE TOTALS	6650	5856.77	793				2143	1350
required from reserves	609							

