Members of the public are cordially invited to the Annual Parish Council Meeting, which will follow the Annual Parish Meeting on Monday 16th May 2022. The Annual Parish Meeting will start at 6.300 pm followed by the Annual Parish Council meeting at 7.00. Both meetings will take place in the village hall.



M Freeman, Clerk to the Council 10 May 2022

*Members of the public are welcome to attend and are invited to address the council at item 4 on the agenda.*

**AGENDA**

**Call to order**

1. **To elect the Chairman of the council for the year 2022/23.**
2. **To appoint the Vice Chairman of the council for the year 2022/23**
3. **To receive apologies for absence**
4. **To receive Declarations of Interest** on items on the Agenda (Localism Act 2011)
5. **To hear representations from the public regarding items on the Agenda**
6. **Approval and signing of the previous meeting’s minutes** (March 2022)
7. **Matters Arising** (Clerk’s Report and update from Chairman)
8. **Planning applications**

To comment on:

[22/01330/FUL](https://publicaccess.cotswold.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=RA8EBBFIIFE00) Rebuilding of conservatory, demolition of existing garage, erection of carport and garden studio  Parkers Cottage Naunton GL54 3AA Deadline 6th June

22/01371/FUL .Variation of condition 4 (removal of mobile home) imposed under permission 19/02235/FUL (Change to equestrian use). The chalet was permitted to provide rural worker’s accommodation. Stables, Brockhill Quarry, Naunton GL54 3BA Deadline 25th May.

To confirm comments made between meetings:

[22/00904/FUL](https://publicaccess.cotswold.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=R8JGU4FIHPJ00) Erection of extensions to main dwelling, Summerhill House, Naunton GL54 3AZ. No objections posted. Awaiting decision.

[22/01204/FUL](https://publicaccess.cotswold.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=R9PLALFII7D00)and 22/01205/LBC Erection of single storey side extension,  Church Farm House Naunton Cheltenham Gloucestershire GL54 3AJ No objections posted. Awaiting decision.

[22/01194/TCONR](https://publicaccess.cotswold.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=R9NZ1XFII6M00) T1 - Silver birch - fell. T2 - Larch - fell. T3 - Hawthorn - fell. T4 - Crab Apple - 1.5m overall crown reduction. T5 - Cherry - 1.5m overall crown reduction. T6 - Apple - 1.5m overall crown reduction. T7 - Cockspur thorn - thin the crown by approx. 20% and lift off the wall by 0.5m | Stonegate Naunton Cheltenham Gloucestershire GL54 No objections.

[22/0000676/LBC](https://publicaccess.cotswold.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=R7P580FIHBE00)  Minor external improvements to Farmhouse Dale Street Naunton Cheltenham Gloucestershire GL54 3AU No objections posted. Awaiting decision.

[22/00455/FUL](https://publicaccess.cotswold.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=R6XSBQFI02V00) Alterations and change of use from agricultural outbuilding to holiday let  Roundhill Farm House Lower Harford Lane Naunton Cheltenham Gloucestershire GL54 3AQ No objections posted. Awaiting decision.

To note changes since the last meeting:

[22/00045/FUL](https://publicaccess.cotswold.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=R58K15FIG7300) ‘Pixie Cottage’, 1 The Quadrangle, Naunton GL54 3AT. Still awaiting decision.

[22/00903/TCONR](https://publicaccess.cotswold.gov.uk/online-applications/simpleSearchResults.do?action=firstPage) Maintenance to silver birch, ‘No objections’ posted. 5 Village Avenue. No objections.

[22/00755/TCONR](https://publicaccess.cotswold.gov.uk/online-applications/simpleSearchResults.do?action=firstPage) Maintenance to silver birch. ‘No objections’ posted. Northcote. No objections.

[21/03216/FUL](https://publicaccess.cotswold.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=QTPWD0FIIYS00) Brockhill Farm. Permitted.

[21/02159/LBC](https://publicaccess.cotswold.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=QXZG26FIKW200) Ash Tree Cottage Still awaiting decision.

1. **To approve the Certificate of Exemption for 2021/2022**
2. **To approve the Annual Governance Statement (Section 1 of the Annual Return) for 2021/2022**
3. **To approve Section 2 of the Annual Return for 2021/2022**
4. **To review and adopt the Standing Orders for Naunton Parish Council.** Note: These have been updated with the new minimum figures for the tendering process and to remove reference to EU.
5. **To Review and adopt** **the Financial Regulations for Naunton Parish Council**. Note: Updated to include reference to use of online banking.
6. **To review the internal auditor’s report for 2021 – 22** Councillorsto decide whether to adopt any of the auditor’s suggestions.
7. **Assets and risk assessment.** To receive reports on council assets and decide on any action/amendments required.

|  |  |
| --- | --- |
| Recreation field (including dog waste) & benches | Cllr Bell. Councillors to note ringfenced total in item 16 (c )  |
| Play area (including dog waste) | Playground equipment. Cllr Hanks to report on project. See financial summary at item 16 (d). |
| Flood Monitoring | Cllr Pickup to report on Flood Monitoring Group. |
| Village Hall | Cllr Chance. |
| Other | Cllr Chance  |

1. **Finances**
2. **To receive current accounts and bank reconciliation**

Current account balance A/c 00462740: £17525.93 (Statement 29 April 2022)

Deposit account balance A/c 01612290: £454.89 (Statement 9 Sept 2020) Note: Zero interest was paid in FY 2021-22.



1. **To approve payments and note receipts**

|  |
| --- |
| **The following payments were made between meetings:**  |
| SO | PATA | Payroll services (Note: the bank has still not updated the standing order requested December 2021.) |  | 23.25 |
| DD | PWLB | Village hall loan 2 repayment | LG(MP)A 1976 s.19(3) | 1610.97 |
| **The following payments to be approved** |
|  | M Freeman | Clerk’s salary March/April 2022 @ £194.81 p m  | LGA 1972 s.112 (2) | 389.62 |
|  | Running Imp | 50 Jubilee medals (Minute 3/22 Item 9 | LGA 1972 s.137 | 101.75 |
|  | Running Imp | 15 Jubilee medals(Minute 3/22 Item 9 | LGA 1972 s.137 | 45.65 |
|  | ROSPA | Annual playground inspection | LGA 1892 s.8 (1) (i) | 105.00 |
|  | GAPTC  | Annual Audit fee | LGA 1972 s.111 | 175.00 |

|  |
| --- |
| **The following credits have been received:**  |
|  | CDC | CDC Precept part 1 |  | 9383.00 |
|  | Mrs Parker | Use of Rec field for parking |  | 50.00 |

1. **To note income and expenditure for the Recreation Ground**

**2021 - 2022**

|  |
| --- |
| Income |
| 17.8.21 | P. Johnson | Nauntonbury parking | 25.00 |
| 8.6.21 | K. Pyatt  | Use of field for parking | 50.00 |
| 15.6.21 | Village Soc Cmte | Annual payment | 300.00 |
| 17.6.21 | VH events | Annual payment | 100.00 |
| 17.6.21 | Naunton Music Soc | Annual payment | 100.00 |
| Total  |  | 625.00 |
|  |  |  |
| Expenditure |  |  |
| 30.9.21 | P Bell | Signage expenditure | (251.86) |
| 4.1.22 | Recreation field rental | (1.00) |
| Total |  | (252.86) |
| **Balance** |  | **372.14** |

**2022 - 2023**

|  |
| --- |
| Income |
| 1.4.22 | Mrs Parker | Use of field for parking | 50.00 |
| Total  |  | 50.00 |
|  |  |  |
| Expenditure |  |  |
| 4.1.22 | Recreation field rental | (1.00) |
| Total |  | (1.00) |
| **Balance** |  | **99.00** |
| Carried forward |  | 372.14 |
| Ringfenced total |  | 471.14 |
|  |  |  |

**d) Playground Financial Summary**

|  |
| --- |
| **Naunton PC Playground refurbishment project** |
| To End March 2022: |  |  |
|  |  |  |
| **Total Income** |  **Expenditure**  |  |
|  **£31,285.40**  |  |  Inc VAT  |
|  | £24,402.07  | £4,067.01  |
|  | £1,740.00  | £290.00  |
|  | 41.99  |  |
|  |  £19.47  |  0-  |
|  |  £219.90  |  £36.65  |
|  |  £2,970.60  |  £495.10  |
|  |  £86.50  |  0 |
|  |  **£ 29,480.53**  |  £4,888.76  |
|  |  |  |
|  |  Outstanding invoice for payment:  |
|  |  £7,200.00  |  £1,200.00  |
|  |  |  |
| **Totals** |  **£36,680.53**  |  **£6,088.76**  |
|  |  |  |
|  |  £31,285.40  |  |
|  |  £6,088.76  |  |
| Final income after VAT claim |  £37,374.16  |  |
|  |  |  |
| Maintenance fund |  £693.63  |  |

1. **To approve existing standing orders and direct payments for FY 22/23**

|  |  |  |  |
| --- | --- | --- | --- |
| PATA | Quarterly and annual payroll admin | LGA 1972 s.112 (2) | £23.85 |
| St Andrews PCC | Annual lease of the recreation ground | LG(MP)A 1976 s.19(3) | £1.00 |

**14) To agree dates for meetings in FY 2021/2022** (usuallythird Mondays i.e. 18th July, 19th September, 21st November, 16th January, 20th March, 15th May)

**15) Any other business**

The next will be held on Monday 18th July 2022 at 6.30 p.m. in the village hall.

*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.*