DRAFT MINUTES: of the Parish Council Meeting held in St Andrews Church, Naunton on Monday 19 March 2018 at 8.00pm.

PRESENT: Parish Councillors: Beverley Chance, Peter Bell, Charlie Hanks, David Pickup and Keith Russell.

IN ATTENDANCE: Maxi Freeman, Clerk

1. **Call to order**
2. **Apologies for absence**. None. All Councillors attended.
3. **Receive Declarations of Interest on items on the Agenda. (Localism Act 2011).** None.
4. **Approval of minutes of the meeting held on 15 January 2018**. The draft minutes were approved and signed as a true record.

Action: Clerk to post to website.

1. **To hear representations from the public regarding items on the Agenda.** None.
2. **Matters Arising/ Clerk’s Report**. The Clerk’s report was noted.
3. **Planning applications**

[18/00957/TCONR](https://publicaccess.cotswold.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=P5IRLIFIMSZ00) Remove two spruce trees at Mill Barn (see also 17/05226/TCONR below). The Chairman informed the meeting that this application has been permitted.

[18/00776/TCONR](https://publicaccess.cotswold.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=P4TEA3FI04M00) Reduce yew, ash, large malus. Remove two small apple trees. The Manse Naunton Cheltenham Gloucestershire GL54 3AS. No objections from NPC.

The following were noted:

**17/04358/FUL** **Change of use of land at Brockhill Quarry to equestrian use inc 3 year temporary residential accommodation**. Application permitted.

[**17/04377/FUL**](https://publicaccess.cotswold.gov.uk/online-applications/simpleSearchResults.do?action=firstPage) **Use of part of stables at Aylworth Manor as groom’s accommodation** **Retrospective.** Permitted. Councillor Bev Chance attended Planning Committee meeting on to voice the views of Naunton PC regarding both these applications.

**17/04857/CLOPUD Remove existing Bradstone garage, replace with slightly larger garage** on new concrete slab. 5 Village Avenue, Naunton. GL54 3AS. Permitted.

**17/04778/CPO Infilling at Nosehill Quarry using site-derived materials.** Observations from GCC provided 4 Jan.

**17/03852/FUL and 17/03852/LBC.** **Longford House, Single storey extension and internal alterations.** Comment of ‘no objection’ logged. Permitted.

[**17/0099/CWMAJW**](http://planning.gloucestershire.gov.uk/publicaccess/applicationDetails.do?activeTab=summary&keyVal=OXNW9RHNFIA00) **Removal of two clauses from Cotswold Hill Quarry permissions to allow unlimited HGV movements.** Refused.

**Proposed extinguishment** of part of public footpath HNA 13 at Aylworth. Not listed as currently live or implemented according to the Public Rights of Way website.

1. **Dead wood clearance and general tidying.** Cllr Pickup will organise this volunteer group in October after nesting and summer for the area known as ‘the Indian path’.
2. **Highways**
3. Action: Councillors to provide information to Clerk by 31 March regarding list/map of work for Lengthsman and gully/grip cleaning teams.
4. Action: Clerk to remind village newsletter organiser Neil Vincent about the litter picking initiatives by CDC and by Keep Britain tidy for possible adoption in the village.
5. Potholes at the end of Dale Street have been reported to Highways.
6. Proposed Closure of Unsurfaced roads. Cllr Chance reported that the only track in the parish which would be affected by the proposed changes to access to unsurfaced roads were the tracks running from Barton bridge past Tinker’s Barn quarry to the road and then across the road towards Nigel Twiston-Davies’ yard.

Action: Clerk to check next steps to help ensure access is retained.

1. Cllr Chance reminded Councillors that anyone can report Highways issues such as potholes or overgrown vegetation by calling 0800 514514 in an emergency or via the website: <https://www.gloucestershire.gov.uk/roads-parking-and-rights-of-way/roads/report-it/>
2. **Village Hall refurbishment project**

Cllr Russell informed the Council that progress was on schedule and costs were within overall budget so far. Current budget is £252,000 and completion of the works in the builder’s contract is expected on 24 April. Once the works are complete the project can apply for a promised £10k from Cotswold District Council. Current funds are available to cover the next payment to the builder. Cllr Russell asked the Council to make the second tranche of the PWLB loan available as soon as possible. The Chairman and the RFO signed the application form at the meeting. Signatories also signed the £50,000 cheque in anticipation of receiving the PWLB deposit in the NPC account. Action: Clerk to post application and to notify Chair when the request has been approved.

1. **CDC Enforcement training**

Action: Clerk to book Cllr Chance on to Enforcement training session at 5.30 – 7.30pm on 4th April 2018.

1. **Preparing for Audit**
   1. Councillors confirmed that their entries on the Register of Councillor Interests have not changed.
   2. PWLB payment and receipt may fall under 2017 – 2018 or next year.
   3. A donation to the church will be included in the next agenda for payment in 2018 – 2019.
   4. Council agreed to install a new dog waste bin within the current financial year. It will be located at the gate on the footpath off Summerhill Road to ‘The Brake’, where refuse collection vehicles have access. Action: Clerk to obtain estimates and order new bin. Budget is £210.
2. **Preparation for Annual Parish meeting**

Action: Clerk to contact usual speakers for the forthcoming Annual Parish meeting including the village agent.

Date of next meeting: The next meeting would normally fall on May 21. Action: Cllr Bell to confirm availability on 14th or 21st to Clerk.

1. **Any other business**

Cllr Pickup informed the meeting that the defibrillator training which had been cancelled due to the snow had now been rescheduled for April 21st at the Black Horse and that 20 attendees were expected.

The Chairman concluded the meeting at 8.49 p.m. and thanked everyone for their attendance. The next Parish Council meeting will be the Annual Parish Council Meeting and the Annual Parish Meeting in May. Date t.b.c. The meeting will be held in the refurbished Village Hall.

1. **Finances**
   1. To receive bank reconciliation

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Naunton Parish Council** | | |  |  |  |  |  |
| **Bank Reconciliation** | |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
| Period 30 January to 27 February 2018 (latest statement) | | | | |  |  |  |
| Current Account 00462740 | | |  |  |  |  |  |
|  | Balance at 27 February 2018 | | |  |  |  | 56,179.45 |
|  |  |  |  |  |  |  |  |
| Deposit Account 1612290 | | |  |  |  |  |  |
|  | Balance at 9 March 2018 | | |  |  |  | £454.31 |
| **Total** |  |  |  |  |  |  | **£ 56,633.76** |
| Less payments | |  |  |  |  |  | 804.90 |
| Plus payments received | | |  |  |  |  | 49, 975.02 |
|  |  |  |  |  |  |  |  |
| **Reconciled balance** | |  |  |  |  |  | **£ 56,179.45** |
|  |  |  |  |  |  |  |  |
| Cashbook summary | |  |  |  |  |  |  |
|  | Opening balance 30 January 2018 | | | |  |  | 7,009.35 |
|  | Add receipts to 9 March 2018 | | | |  |  | |  | | --- | | 49, 975.02 | |
|  | Less payments to date | | |  |  |  | 804.90 |
|  |  |  |  |  |  |  |  |
| **Cashbook balance 9 March 2018** | | | |  |  |  | **£ 56,179.45** |
|  |  |  |  |  |  |  |  |
| Signed: |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
| Clerk & RFO ……………………………………………………………………….. | | | | | |  |  |
|  |  |  |  |  |  |  |  |
| Councillor ………………………………………………………………………….. | | | | | |  |  |
|  |  |  |  |  |  |  |  |

* 1. **Expected accounts for 2017 - 18 (t.b.s.)**
  2. **To approve payments and note receipts**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Payments made since last meeting** | | | | |
| **Chq no** | **Payee** | **Purpose** | **Authority** | **Value** |
|  | | | | |
| 691 | Naunton Flood Monitor | Install and run village flood warning system | Originally issued 17/7/17. Updated and issued. | 376.00 |
| 703 | Greenfields Garden Services | Repairs to playground equipment | LGA 1892 s 58(1) (i) | 450.00 |
| 704 | Naunton Village Hall Committee | Improvement of village hall | LG(MP)A 1976 s 19(3) | 50,000.00 |
| **The following payments to be approved** | | | | |
| **Chq no** | **Payee** | **Purpose** | **Authority** | **Value** |
| 705 | M Freeman | Clerk's wages, January/February/March @ £194.81 p month | LGA 1972 s 112 (2) | 584.43 |
| 706 | PATA | Quarterly Payroll | LGA 1972 x 112 (2) | 22.50 |
| **Receipts** |  |  |  |  |
|  | Naunton deposit account | Interest |  | 0.02 |
|  | Naunton treasurers account | PWLB deposit for village hall project (minus bank charge) |  | 49,975.00 |

1. **Any other business**

*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.*