

Clerk: Maxi Freeman, Charlwood, Kineton, nr Guiting Power, Cheltenham, GL54 5UG
www.nauntonpc.org

MINUTES: of the Naunton Parish Council Meeting held on Monday 18th September 2023 at 7.30 pm.

PRESENT: Parish Councillors: Charles Hanks, Keith Russell, David Pickup. Apologies received in advance from Cllr Barnes.

IN ATTENDANCE: CDC Councillor Len Wilkins, Maxi Freeman, Clerk

MEMBER OF THE PUBLIC: None

- 1) **To receive declarations of interest** on items on the agenda (Localism Act 2011). None.
- 2) **To hear representations from the public** regarding items on the agenda. None.
- 3) **Approval of minutes of the previous meeting** (July 2023) The meeting approved the minutes, and the Chairman signed them. **Action: Clerk to post to website and circulate.**
- 4) **Matters Arising** (Clerk's Report and report from Chairman). The Clerk drew councillors' attention to concerns regarding location of grit bins and contacting the snow warden to be discussed at item 8. The Clerk also informed councillors that nine documents of governance needed to be reviewed preferably at the next meeting.

The Chairman announced that the website had been updated to include 'Frequently Asked Questions' including who to contact re: waste collection and potholes. CDC Councillor Wilkins then addressed the meeting.

- 5) **Councillor vacancy.** Cllr Hanks announced that he had found a possible candidate and would follow up with the aim of confirming the co-option at the November meeting. **Action: Cllr Hanks to contact possible candidate.**
- 6) **Village Hall AGM.** Cllr Hanks informed the meeting that the increased costs of running the village hall were discussed at the recent Village Hall AGM. Cllr Hanks then proposed that the Parish Council contribute to funds by paying rent at the agreed rate of £11 p.h. for the use of the village hall for its meetings. Councillors agreed unanimously to the proposal. The payment of £132 will be made annually, starting in the next financial year. **Action: Clerk to include in the 2024/25 budget**
- 7) **Speeding in the village.** As Cllr Barnes could not attend, this item will be included at the next meeting. **Action: Clerk to include in the November agenda.**
- 8) **Grit bins.** Councillors decided not to order further grit bins from GCC. The clerk noted that there was little documentation to confirm the snow warden's role or where the grit was delivered. **Action: Clerk to request a map of where salt/grit should be left in Naunton and where the salt/grit should be delivered.**
- 9) **Planning applications.**
To comment:
[23/02677/FUL](#) Bakehouse Cottage, Naunton GL54 3AA. Erection of replacement conservatory. Deadline 12th October 2023. Councillors resolved not to object. **Action: Clerk to post comment to the CDC planning portal.**
To note:
[23/02167/CLOPUD](#) Close Cottage, Naunton GL54 3AA. Certificate of lawful proposed use or development under Section 192 of the Town and Country Planning Act 1990 for removal and replacement of animal shelter. Councillors noted that the previous application (23/03291/FUL) seemed to have been withdrawn.

The clerk noted that new drawings had been received for application 23/02307/FUL extension to Mill Barn and asked councillors to forward any new comments by the end of the week (22nd Sept).

Comments between meetings:

Councillors confirmed that the comments made between meetings were correct.

10) Assets and risk assessment

Recreation field (including dog waste) & benches	Cllr Hanks reported that both the recreation field and the playground area were in good condition and that they would be mowed throughout the winter.
Playground	See above.
Flood Monitoring	Cllr Russell reported that an overhanging branch had been removed and the river was running well. The annual clearance would take place on 28th October.
Village Hall	Cllr Russell reported that the repairs to the village hall were almost complete. Gullies needed to be cleared and some strimming was planned. At the Village Hall AGM a number of new events were announced, which would help generate revenues. Funds for the Dovecote were raised at the recent duck races.
Defibrillator	Councillors noted that the defibrillator had been used recently and that the transfer of responsibilities for looking after the defibrillator had been transferred successfully to Cllr Barnes.

11) Internal financial controls

Councillors queried the current internal controls policy and requested that the item be postponed until the November meeting. **Action: Clerk to include in the next agenda.**

12) Finances.

- a) **Bank signatories.** As there are currently only 2 bank signatories, the clerk was unable to amend the PATA standing order with the new rate.
- b) **Current accounts and bank reconciliation.** Councillors noted the current balances and accepted the reconciliation, which the Chairman and the Clerk signed.
- c) **To approve payments**

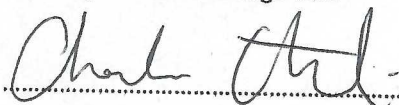
The following payments to be approved				
870	D Hindley	Strimming August 2023	HA 1980 s.96	120.40
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871	JRB Enterprises	Dog Waste bags Inv 25708	LGA 1892 s.8 (1) (i)	518.88
872	M Freeman	Clerk's salary August/ September 2023 @ £235.17 p m	LGA 1972 s.112 (2)	470.34

Councillors requested that the strimming invoices should be matched to the planned works when next presented. **Action: Clerk to include when strimming next takes place.**

Councillors resolved to make the above payments and three councillors signed cheques.
Action: Clerk to post cheques.

13) Any other business

There being no further business, the Chairman thanked everyone for their attendance and closed the meeting at 8.15 p.m. The next meeting will be held on Monday 21st November 2023 at 7.30 p.m. in the village hall.



Chairman

20th November 2023

