

North Cerney Parish Council

MINUTES OF THE PARISH COUNCIL MEETING on 10th May 2016 at 8.00 pm at The Memorial Hall, North Cerney

Present: Councillors M Tufnell, N Wilkes, P Sergeant, B Smith, C Wakefield, A Stoten, County Councillor P Hodgkinson, District Councillor J Forde and S Telling as RFO

Presiding: Councillor M Tufnell

Clerk: V Hancock

Apologies: Councillor E Russell-Brown

1. Election of Officers

1.1 **Election of Chairman:** Councillor Smith proposed and the Council **resolved** unanimously that Councillor Tufnell be re-elected as Chairman.

1.2 **Election of Vice Chairman:** Councillor Wilkes proposed and the Council **resolved** unanimously that Councillor Russell-Brown be re-elected as Vice Chairman.

1.3 **Election of RFO:** The Council **resolved** unanimously that Sara Telling be re-appointed as Responsible Financial Officer (RFO) until 1st July 2016, when the post would pass to Barry Koch.

1.4 **Appointment of Internal Auditor:** Councillor Tufnell proposed and the Council **resolved** unanimously that Veronika Forte be re-appointed Internal Auditor

2.1 Minutes of the Parish Council Meeting on 22nd March 2016

The Council **resolved** that the Minutes of the Parish Council Meeting held on 22nd March 2016 at The Memorial Hall, North Cerney be approved and signed.

2.2 Matters Arising:

2.2.1 Parking in North Cerney: The clerk reported that Bromford Housing had sent a letter to their tenants in Broad Close and Bankside, advising them that they were permitted to park in The Orchard, and a letter explaining this had also been sent to the tenants in The Orchard.

2.2.2 Corner Cottage, Woodmancote: From an exchange of emails, there appeared to have been no further action by CDC. They stated they were monitoring the listed building, but that neglect was not an offence.

3. District and County Issues:

3.1 **County Council:** Councillor Hodgkinson had attended the meeting with Richard Gray and representatives of the Council (and others) regarding measures to slow traffic on the A435. It was proposed to erect "gates" at both ends of the village. Richard Gray had produced a number of options for the wording. The Council **resolved** that the preferred wording was "Please SLOW DOWN". The clerk would notify Richard Gray and ask for an estimate of the cost, which was likely to be in the region of £3,000. GCC would contribute £1,000, and Councillor Hodgkinson could provide a further £1,000 from funds available to him. The Council would need to find the balance. The clerk reported that she had registered the Council's interest in a fund for road safety administered by the Police and

Crime Commissioner.

3.2 **District Council:** Councillor Forde had reported fully at the Annual Parish Meeting.

4. Financial Matters

4.1 **The Annual Governance Statement** was completed and it was **resolved** that it be signed by the Chairman and clerk.

4.2 **The Annual Accounting Statements for 2015/16** were presented by the RFO and it was **resolved** that they be approved.

4.3 **Reconciliation Statement:** The reconciliation statement for the current year was presented by the RFO, and it was **resolved** that it be approved. The first instalment of the precept had been received, amounting to £4,126, including the Council Tax Support Grant of £214.

4.4 **Authorisation of Expenditure:** The following expenditure was approved:

12/04/16	onl/048	V Hancock	Clerk monthly salary	114.40
15/04/16	598	GAPTC	Annual membership subscription	136.83
10/05/16	599	The Memorial Hall	Donation for roof repairs	800.00
10/05/16	600	AON UK	Annual insurance	786.64
10/05/16	601	The Memorial Hall	Use of room for March meeting	8.50
10/05/16	602	Allium Accountancy	RFO services April-June 2016	150.00

4.4 **Recruitment of New RFO:** The RFO reported that she had spoken to Barry Koch. He was qualified to fill the post and willing to become RFO. It was **resolved** that he be offered the post of RFO from 1st July 2016.

5. Planning Applications and Tree Preservation Orders

5.1 **Planning Applications:** The only application notified related to a change of use of Nordown Barn from agricultural to flexible B2 and/or B8 Use with B1 Use in the stone barn.

5.2 **Decisions and Notices:** No notifications had been received.

6. Woodmancote Playground:

6.1 **RoSPA Report:** The Report had been circulated to the Councillors. The skateboard half-pipe was now in poor condition, and rated as a "high risk" in the Report. Councillor Smith had obtained a quotation of £500-600 for its removal. It was **resolved** that it would be removed in the interests of safety. The clerk would publicise this by the Churn News and on the village notice boards. Consideration would be given to replacement with new play equipment, subject to grant funding being available.

6.2 Rupert Farrow had reported that users appeared again to be climbing over the fence, but no remedial work was necessary as yet.

7. **Matters Arising from the Annual Parish Meeting:** Following from the Internal Auditor's Report it was agreed that Councillor Russell-Brown would be asked to keep a record of his inspections of the North Cerney bus shelter. Councillor Smith had obtained an estimate of around £200 (plus the cost of materials) for repair of the ceiling. It was **resolved** to consider this further, and carry out further inspections, before a decision was made. It was agreed that the Woodmancote bus shelter should also be inspected on a regular basis. Councillor Wakefield agreed to deal with this. He mentioned that the salt bin was in the bus stop area and very close to the bus shelter.

8. **Highways – A435 traffic Calming:** Dealt with in the Minutes of the Annual Parish Meeting and above.

9. The Housing Needs Survey: The clerk had received an email from Martin Hutchings reporting that Cirencester Housing's acquisition of the land was progressing. A topographical survey was being organised, before the architects could prepare a more detailed layout plan. A meeting with North Cerney and Bagendon Parish Councils will be arranged when more detailed information is available.

10. Correspondence Received:

10.1 The clerk had received a complaint from a Woodmancote resident regarding inconsiderate parking in the village. Councillor Wakefield said he was arranging to meet with the resident to discuss her concerns.

10.2 A complaint had been received regarding the inaccessibility of the footpaths across the field above "Pennings". It seemed this would be resolved when Ameys cleared the path under the Lengthman Scheme.

10.3 GAPTC had drawn attention to the grants available to cover the cost of complying with the Transparency Code. The cost to the Council had been minimal and did not justify an application.

10.4 Details of how to access the CDC draft Housing Plan online had been circulated.

10.5 The AGM of GAPTC would be held in Newent on 16th July 2016.

11. Any Other Business:

Councillor Smith had obtained an estimate of £500 each to repaint the telephone boxes in North Cerney and Woodmancote. No decision was made.

12. Date and Time of the Next Meeting:

The next meeting would be held on Monday 12th September 2016 at 7.30 pm (subject to confirmation).

There being no further business, the meeting closed at 9.05 pm

Signed:

Date: