

North Cerney Parish Council

MINUTES OF THE PARISH COUNCIL MEETING on 15th May 2015 at 8.20 pm at The Memorial Hall, North Cerney

Present: Councillors M Tufnell, N Wilkes, E Russell-Brown, P Sergeant, A Stoten and S Telling as RFO

Presiding: Councillor M Tufnell

Clerk: V Hancock

Apologies: Councillors B Smith and C Wakefield, County Councillor P Hodgkinson and District Councillor J Forde

1. Councillors' Declarations of Acceptance of Office and Declarations of Interests

The Councillors present signed Declarations of Acceptance of Office. Declarations of Interest would be returned to the Clerk.

2. Election of Officers

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

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

1.3 **Election of RFO:** Cllr Tufnell proposed and the Council **resolved** unanimously that Sara Telling be re-appointed as Responsible Financial Officer (RFO).

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

3. Minutes of the Parish Council Meeting on 23rd March 2015 and Matters Arising

The Chairman proposed and the Council **resolved** that the Minutes of the Parish Council Meeting held on 23rd March 2015 at The Mission Hall, Woodmancote be approved and signed

Matters Arising:

3.1 **Housing Needs Survey:** Martin Hutchings was proposing to set up a joint affordable housing project group to progress the provision of affordable homes for people from both North Cerney and Bagendon parishes. There would be a meeting of this group on 2nd June and he asked that the Council appoint a representative to participate in the group, and to report back to their Council. It was **resolved** that Cllr Stoten would represent the Council..

3.2 **Highways:** The Clerk reported that she was continuing to press Ameys to deal with the re-erection of the sign-post at the top of Dark Lane, and the potholes in Chapel Lane. The "Give "Way" sign at the top of Chapel Lane had now been re-erected, but since their reorganisation, Ameys were extremely slow in responding. She would keep Cllr Hodgkinson informed.

4. **District and County Issues:** In the absence of Councillors Hodgkinson and Forde

there were no reports. A written report from Councillor Hodgkinson had been read to the earlier Annual Parish Meeting

Financial Matters

5.1 Appointment of Bank signatories: It was **resolved** that the Bank signatories would be Cllrs E Russell-Brown and P Sergeant

5.2 Reconciliation Statement: The reconciliation statement was presented by the RFO, and it was **resolved** that it be approved. The first instalment of the precept had been received.

5.3 Authorisation of Expenditure: The following expenditure was approved:

13/04/15	onl/023	V Hancock	Clerk monthly salary	114.40
20/04/15	578	GAPTC	Annual membership subscription	129.65
23/04/25	579	The Mission Hall	Use of hall for meeting	15.00
15/05/15	580	AON Limited	Annual insurance	797.89
15/05/15	581	Playsafety Limited	Annual playground inspection	85.20

5.4 External Audit Forms: The external audit forms were considered and approved and it was **resolved** that they be signed by the Chairman and the Clerk

6. Planning Applications and Tree Preservation Orders

6.1 Planning Applications: The only applications notified related to alterations to the roof, dormer windows and porch at 40-41 Dark Lane North Cerney, and modifications of the access to the sewerage treatment plant serving 1-8 Churnside North Cerney

6.2 Decisions and Notices: No notifications had been received but the Chairman mentioned that the application relating to Calmsden Barn had been approved

7. Woodmancote Playground:

7.1 RoSPA Report: The Report had recommended replacement of the skateboard half-pipe, and repairs to the surfacing beneath the swings was needed. It was **resolved** that the Clerk would contact Ross Collins about the surfacing.

7.2 Repairs – fence and junction box: The fence had been repaired by Les Cairns, and his invoice received. It was not known whether or by whom this work had been authorised, and he would be requested in future not to carry out work without authorisation from the Council. The Clerk had met with the Gloucestershire County Council street lamps officer, who had confirmed that the junction box was for the playground lighting. The Council could arrange for the re-fixing of the box, or he could ask his contractor to deal with it, at a probable cost of about £100. It was **resolved** that the Clerk would pursue the issue through the GCC contractor.

7.3 Replacement of the half-pipe: The Clerk had received no response to the notice at Woodmancote regarding replacement of the half-pipe, and would arrange for this to be published in the “Churn News”.

8. Transparency Code for Smaller Authorities: The Council was now required to publish Agendas, Minutes of meetings and financial information on a web-site. The Clerk had received a quotation for setting up a web-site. Cllr Sergeant said that he was able to create a website for the Council and it was resolved that the matter be dealt with by him..

9. **Bench/Bus Shelter – North Cerney Bus Stop:** The Clerk had met with Richard Gray of GCC Highways. There would be no problem in installing a bench, but a shelter might be more difficult, owing to the drop behind the pavement. A shelter would cost £4,000. A recycled plastic bench would cost in the region of £220, but would need to be concreted into the ground. It was **resolved** that a bench would be installed, and the Clerk would liaise with Cllr Russell-Brown.

10. **Correspondence Received:** The Clerk had received an email from Veronika Forte expressing concern at the delays in providing a bench at the bus stop. Other correspondence had related to highway issues and other matters dealt with above.

11. **Any Other Business:**

11.1 The Clerk had obtained details of dog waste bins. It was **resolved** that she would progress this issue with Cllr Smith.

11.2 The Chairman mentioned that the Council's supplies of salt and sandbags were held by Tony Biggs at Woodmancote, and James Walker in North Cerney had the salt spreader

13. **Date and Time of the Next Meeting:**

The next meeting would be held on Monday 6th July 2015 at 7.30 pm, and subsequent meetings would be held on 14th September 2015 and 7th December 2015 (venues to be notified).

There being no further business, the meeting closed at 9.30 pm

Signed:

Date: