

**MINUTES OF THE ANNUAL PARISH MEETING**  
**15th May 2015 at 7.30pm in The Memorial Hall, North Cerney**

- PRESENT:** Councillors M Tufnell, N Wilkes, E Russell-Brown, P Sergeant and A Stoten  
5 Parishioners
- APOLOGIES:** Councillors B Smith and C Wakefield, County Councillor P Hodgkinson,  
District Councillor J Forde
- PRESIDING:** Councillor M Tufnell, Chairman
- CLERK / RFO:** V Hancock / S Telling

The Parish Councillors who were present introduced themselves.

**1. MINUTES OF ANNUAL PARISH MEETING**

The Chairman proposed and the Meeting resolved THAT the Minutes of the Annual Parish Meeting, held on 19th May 2014 at 7.30pm in the Mission Hall, Woodmancote be approved and signed.

**2. REPORT FROM THE COUNTY COUNCILLOR AND DISTRICT COUNCILLOR**

In the absence of Councillor Hodgkinson, the Chairman read a report received from him.

On County Council issues, Cllr Hodgkinson reported that there were concerns that Ameys were not meeting targets for road repairs, and they were being called on to improve their performance. He had a fund available to him ("Active Together") to spend on activities which promote public health. He had provided funds to help the swimming pool in Northleach stay open, and for a children's activity week ("Summer off the streets") centred around Northleach and Bourton for both communities. Details of this event would follow.

The County Council had been rolling out Superfast Broadband to rural areas, and North Cerney was now connected. Surrounding villages may be part of the second phase of the roll out, starting this summer.

On District Council issues, he reported that the lack of a Local Plan had been the biggest issue of the past year, and had meant that communities had had development thrust upon them when infrastructure was poor. The draft Local Plan has now been published, and the final Plan is likely to be in place in about 15 months time.

Recycling rates remain high, but his proposal that tetra paks be recycled on the kerbside had been rejected.

Litter is an on-going problem. He had asked the Council to clear litter from the A435 a few times in the past year. Jenny Forde, the new District Councillor, would have a fund of £2,000 to spend on cleaning/litter clearing in the ward over the next 12 months.

**3 REPORT OF THE PARISH COUNCIL**

The Chairman reviewed the Council's activities during the year. Superfast Broadband had been installed. There had been some concern about the location of the boxes in North Cerney. The Council had had to accept the box on the village green, but had succeeded in ensuring that the second box was relocated off the green.

Following the Housing Needs Survey, the possible sites for affordable housing had been narrowed down, with the preferred site being on the A435. There was now the possibility of joining with

Bagendon Parish, to build sufficient homes to meet the needs of both parishes. There would be further consultation.

The Woodmancote play area is inspected weekly by Rupert Farrow, and he thanked Rupert for dealing with this.

The local community continued to generously fund two current large projects – the Big Project at the school, and the renovation works to the Memorial Hall.

The Council continued to monitor local planning applications, and also noise from Rendcomb airfield. The Council had arrangements in place to deal with snow and ice, but needed to consider further plans for possible flooding.

The council was intending to provide a bench or shelter at the North Cerney bus stop.

At the last Police neighbourhood meeting it had been reported that crime levels had reduced.

The Chairman thanked Elmore Crump for maintaining the village green, Ross Collins for grass cutting at the Woodmancote playground, Sara Telling for her work as RFO, Valerie Hancock as Clerk, Paul Hodgkinson for his work as County and (former) District Councillor, and Nigle Wilkes as the Council's representative on the Memorial Hall Committee. He also thanked Tony Biggs for his long period of service as a Councillor. He proposed a special vote of thanks to Stuart Hobbs following his retirement after some 45 years of service as a Councillor.

#### **4 ANNUAL ACCOUNTS AND FINANCIAL REVIEW**

The financial review was circulated and the RFO reported that the bank balance at the year end for 2014/15 was £1,913. Total income for the year was the precept of £5,000. A saving of £469 on the budget for last year was achieved due to the “contingencies” sum of £265 remaining unspent, 28% of the maintenance budget for Woodmancote playground being unspent, and the clerk not claiming administration/stationery expenses. The on-line banking facility had worked well for payment of the clerk's salary and PAYE. There were no acquisitions or disposals of assets during the year.

A precept of £5,400 had been agreed for the current year. In preparing the budget for 2015/16 the Council had reinstated a donation to the local CAB of £250, and the cost of the annual mowing contract for Woodmancote playground had increased to £550.

A copy of the Internal Audit Report was produced to the meeting.

#### **5 REPORT FROM NORTH CERNEY SCHOOL**

No report was available to the meeting. The clerk was asked to request a brief report, to be considered at the next Council meeting.

#### **6 ACCOUNTS OF THE MEMORIAL HALL AND CALMSDEN POOR DOWNS ALLOMENT**

##### North Cerney Memorial Hall

A copy of the Accounts for the year ending 30 September 2014 was available on the Hall's website.

Denise Ewbank reported that there was currently some £10,000 in the Bank. The rebuilding of the room at the back of the Hall had been completed, and the Hall now had a reliable water supply. The replacement of the tiles on the roof was the next project. She was obtaining estimates for the work, and it was hoped that some grant funds would be available. The work was likely to be carried out next year.

A few weeks ago a working party had dealt with general cleaning and tidying up, particularly outside the Hall. Bookings were still going well, and she mentioned they had a booking for July 2016 from a travel company running a vintage afternoon tea. There would be a plant sale on 23 May, and other fund-raising events would be organised.

##### Calmsden Poor Downs Trust

The Chairman, in his capacity as trustee of the Calmsden Poor Downs Trust, briefly explained the history of the Trust, and reported that the trustees had been able to distribute accumulated income of almost £700 to the poor of Calmsden just before Christmas.

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The trustees, currently himself, Elmore Crump and Jane Tufnell, were appointed for a 4-year term by the Parish Council. His term of office would expire this year.

## **7 REPORT ON NEIGHBOURHOOD WATCH**

Nigel Wilkes reported that there had been very little response to the package of information delivered to every house in North Cerney. He intended to go round the village to try to find out the reason, and to put an item in the "Churn News". As he was receiving fewer emails from the police, there appeared to be less crime locally.

## **8 ANY OTHER BUSINESS**

8.1 A member of the public said he felt there was insufficient information about the Council's activities, and that there should be more information in the "Churn News" or elsewhere. The Council would shortly have a website, but it was confirmed that regular reports would be sent to the Churn News of issues discussed at Parish Council meetings.

8.2 A question was raised about the future of the former Methodist Church. The Chairman said that the Council had no information at present.

There being no further business the meeting closed at 8.20 pm

Signed: .....  
(Chairman)

Date: .....

## INTERNAL AUDIT REPORT for the FINANCIAL YEAR 2013/2014

Parish Council: North Cerney  
Internal Auditor: Veronika Forte  
Date: 9 April 2014

The internal audit was carried out on 9 April 2014. The Council's accounts were found to be accurate and in good order. It is essential for the Minute Book to be presented together with the financial records in future.

My observations are as follows: -

- 1 BUDGET  
CAB: I hope the Council will be able to resume its annual contributions to the CAB, especially in the current economic climate
- 2 RISK ASSESSMENT  
In view of the state of the inside roof of the old stone bus shelter I recommend that inspections are carried out and *minuted* at least twice a year, especially as the shelter is still being used regularly by school children.
- 3 WOODMANCOTE PLAYGROUND  
In order not to lose track of the grant money still held by the Woodmancote Association, it would be useful if the WA (Lorna Teakle/Lesley Norburn) could be persuaded to transfer the balance to the PC. Financial Officer to check whether PC is permitted to hold earmarked funds.
4. ON-LINE ACCOUNTING  
I recommend that adequate systems are set up to ensure that a proper audit trail is possible for all on-line transactions.

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V Forte  
Internal Auditor to North Cerney Parish Council