

GUITING POWER PARISH COUNCIL

Minutes of the Ordinary Parish Council Meeting held July 19th, 2023, 7 p.m.

Held at the Cochrane Meeting Room

Present: Cllrs Tony Allcock OBE (Chair), Simon Wallis, Charlie Friend, Sam Ayton-Hill, Neil Smith, Fiona Formby

Attending: Clerk Jane Carter, County Councillor Mark Mackenzie-Charrington

| MINUTE | AGENDA ITEMS | ACTION |
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| 230719/1 | Apologies for absence: Simon Gardner | |
| 230719/2 | To Receive Declarations of Interest from Councillors- none | |
| 230719/3 | To approve the minutes of the annual Parish Council meeting held May 17th, 2023 - the minutes of the meeting were approved as a true record and signed by the Chair. | |
| 230719/4 | To consider applications to fill one councillor vacancy by co-option: the vacancy had been advertised and an application received from Fiona Formby. She was elected unanimously and welcomed to the council. The acceptance of office was signed and witnessed by the Clerk | |
| 230719/5 | To receive comments and concerns from the public: None | |
| 230719/6 | To receive report from County Councillor Mark Mackenzie-Charrington: the report had been circulated. Councillor Mackenzie-Charrington queried progress with the Trust on white lining and parking plans in the village | |
| 230719/7 | To receive report from District Councillor Len Wilkins: this had been circulated and was noted. | |
| 230719/8 | Highways Matters: It was agreed Cllr Friend would contact Trust representatives regarding progress on white lining and car parking proposals within The Square. Cllr Mackenzie-Charrington would confirm with Highways on what works could be financially supported by GCC. A recent accident in the Square had highlighted the issues caused by parking and poor visibility on the corners when pulling into the Square. Cllrs Friend and Smith agreed to produce a plan of proposed single white lines within the centre of the village. The clerk would investigate the use of convex traffic mirrors for vehicles pulling out onto the road and the process of obtaining a TRO for the area. | Clerk/Cllrs Friend, Smith |
| 230719/9 | Playground Inspections: the clerk reported that regular playground inspections were required. She would obtain an inspections schedule from ROSPA and identify any training courses for councillors. It was agreed a councillor rota would be set up. | Clerk |
| 230719/10 | Defibrillator: Cllr Smith queried what cover was provided by Community Heartbeat Trust for the village defibrillator and whether it was necessary. Clerk agreed to confirm and report back to the next meeting. | Clerk |

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| 230719/11 | War Memorial Adoption: The Trust has confirmed that they did not maintain the War Memorial or cover it within its insurance. Cllr Allcock explained it was the duty of the Parish Council to adopt a War Memorial and ensure it was maintained. This was approved unanimously. The Clerk to add to insurance cover and assets register. There were concerns that walkers and bikers were using the War Memorial as a stopping place and potentially damaging the steps and surrounding plinths. Signs had been erected. Councillors agreed to consider more permanent signage to deter people from sitting on it. A bench and bin were suggested but the Parish Council do not own the Green. Cllr Friend was asked to address the question with the Trust whilst discussing Highways matters. | Clerk/Cllr Friend |
| 230719/12 | Annual Fireworks Event: there was a discussion around the annual fireworks event and what support the Parish Council may offer. Councillors agreed to discuss with organisers at an upcoming social group meeting. | Cllr Smith/Ayton-Hill |
| 230719/13 | RBL Donation: a donation to the Royal British Legion for the purchase of a remembrance wreath was agreed. The donation to be £50. Cllr Wallis would arrange the order | Cllr Wallis |
| 230719/14 | Planning applications: - I. 23/01959/LBC Demolition of C20th open fronted garage and erection of a new boot room, utility, gallery and entertainment space linked to addition to south wing of main barn and internal alterations to first floor bedrooms, internal renovations to outbuildings to provide additional accommodation Tally Ho Barn Tally Ho Guiting Power Cheltenham Gloucestershire GL54 5TY- NO COMMENT | |
| 230719/15 | Governance: I. The internal audit report has been circulated. Its contents were noted. The Clerk would work through the recommendations and bring back items to the council for approval. II. A revised copy of the model Standing Orders had been circulated. These were approved. III. A copy of the LGA Code of Conduct as adopted by Cotswold District Council had been circulated. This was reviewed and adopted. IV. The councils' risk management procedure had been circulated. This was approved and would be reviewed annually. V. The internal controls policy was reviewed. This would be completed by the Clerk and a councillor prior to the October meeting. Cllr Ayton-Hill volunteered VI. An annual inspection of the councils' assets was required. Cllr Smith agreed to undertake the review. The Clerk would send an updated assets register | Clerk Clerk/ Cllr Smith Clerk/Cllr Ayton-Hill |
| 230719/16 | Finance: I. To approve current statement of accounts and bank reconciliation (as circulated): this was approved. The current balance stood at £9420.61 | |

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| | <p>II. To approve payments and note receipts: these were approved as circulated.</p> <p>III. Annual Audit Notice: The dates and publication of the Annual Audit Notice of Public Rights were noted.</p> | |
| 230719/17 | <p>Matters For Information: Responsibility for the mowing of the grass mound near the Playground Area was discussed. Cllr Friend would query with the Trust and report back to the next meeting. Cllr Formby asked if litter bins could be added to the next agenda.</p> | Cllr Friend |
| 230719/18 | <p>The Chair closed the meeting at 8.15 p.m. and thanked everyone for attending. The next meeting would be held on Wednesday October 4th, 2023, at 7 p.m. It was agreed to approach the Trust to see if it was possible to continue to meet in the Cochrane Room</p> | Clerk |

Approved By _____

Date _____