

MINUTES: of a Parish Council Meeting held in Guiting Power Village Hall on Wednesday 6<sup>th</sup> November commencing at 7.50pm.

PRESENT: Parish Councillors: Dawn Rimmer (Chairman), Lisa Rose, Else Ogden and Simon Gardner

IN ATTENDANCE: Ruth Waller, Clerk, Jenny Phelps (GRCC/ELMS)  
Two parishioners were present

**191106/1 The Chairman will formally ask if anyone is intending to record or film the meeting:** There were no requests to record the meeting

**191106/2 To receive and consider apologies for absence.** Apologies were received and accepted from Cllrs Flaherty and Cuthbert

**191106/3 To receive Declarations of Interest on items on the Agenda. (Localism Act 2011).** None

**191106/4 To approve the minutes of the Annual Parish Council Meeting held on the 18<sup>th</sup> September 2019 in Guiting Power Village Hall:** The minutes of this meeting were approved and duly signed by the Chairman as a true record.

**191106/5 To receive comments and concerns from the public:** None

**191106/6 Matters arising from last meeting's minutes (Clerk's Report):** Any matters arising from the minutes of the last meeting were included on the agenda for this meeting

**191106/7 Presentation by Jenny Phelps (GRCC):** In Helen Richard's absence, Jenny Phelps provided an overview to the Parish Council of the work involved in the ELMS project. DEFRA is developing the Environmental Land-Management Scheme (ELMS) as a potential new payment methodology planned to replace the current systems in place for farmers (Basic Payment Scheme and Countryside Stewardship). Future payments for farmers will be focused on delivering public goods and the government's 25 Year Environment Plan which aims to improve the UK's air and water quality and protect threatened plant, tree and wildlife species. As part of the development of ELMS, DEFRA are funding groups and organisations to undertake 'Test and Trials' over the next 18 months to try out specific elements or processes that could be part of the future scheme. The Farming and Wildlife Advisory Group (FWAG) were successful in their partnership bid for a Test & Trial in five locations in the Cotswolds, including Guiting Power.

Jenny explained GRCC was looking at ways to access the land which is already benefitting the community. It was recommended that a Parish Map would be a good way to establish what Assets needed repairing or improving.

**On behalf of the Council, Cllr Rimmer offered the Parish Council's full support for this project.**

**Action: Cllr Cuthbert was nominated to liaise with GRCC regarding the mapping required for the project.**

**191106/8: To confirm arrangements for this year's Village Christmas Tree:** Guiting Manor Amenity Trust had kindly donated this year's Christmas tree. The Council were linking with the Montessori Nursery and other children from the village to create the tree decorations. The 'switch-on' is planned for 7<sup>th</sup> December. **Council approved the purchase of new lights for the Christmas tree.**

**191106/9: To provide an update following annual Bonfire Night event and Remembrance Sunday:** The Bonfire Night had been a success although numbers and donations were down due to the wet weather prior to the event. The risk assessment had been completed and a copy provided for

Council's records. A member of the Social Group thanked the Parish Council for their donation of £100 towards the cost of the fireworks from the Constable's Piece Trust.

The Remembrance and Armistice Services were to take place in the forthcoming week, so would be reviewed at the next Council meeting.

**191106/10 To consider the Council's response, if any, to the Polling District and Places review by CDC:** No change proposed for the current arrangements for Guiting Power. **Council agreed that no response was required to this review.**

**191106/11 To confirm this Council's response to the Consultation on the removal of 19 telephone call boxes around the district:** The telephone situated in the Square, Guiting Power was included as one of the call boxes to be removed. Councillors agreed the following response should be submitted: "The Parish Council acknowledged the low usage of the phone (4 calls in the year) but felt that it is important that the phone box remains due to it being situated next the Defibrillator. The defibrillator and the phone box are both located in an area where there is very poor mobile phone coverage and if the emergency services had to be called when the defibrillator was in use there would be no way of contacting them. Therefore, the phone service could have a real impact on a life and death situation. It is also a valuable resource during Power outages in such a rural community."

It was also noted that the phone box is not an actual telephone box but is based inside a building that BT did not own, therefore it is questioned whether BT could remove it as they did not have ownership.

**Action: Clerk to submit this response also attaching the 3 maps showing the lack of mobile coverage in the area.**

**191106/12 To consider and respond to the Cotswold District Settlement Role & Function Study:** This was some information required as part of The Local Plan. Some minor amendments and additions were suggested.

**Action: Clerk to submit the comments relating to the Cotswold District Settlement Role & Function Study.**

**191106/13 To consider this Council's response to the Consultation on the Statement of Community Involvement (SCI) for Gloucestershire | 2<sup>nd</sup> Review:** This Parish will be Consulted as part of the SCI as it is an adjoining parish to a number of quarries. Therefore, **Council agreed no response was required.**

**191106/14 Highways update:** The following matters required reporting:

- Castlett Street sign – falling over
- Winchcombe Finger point sign is still missing, although Gloucestershire Highways are aware
- Debris at the bottom of the hill at Chapel Ash

**191106/15 To receive update regarding 2<sup>nd</sup> Phase of Playground Project (Cllr Rimmer):** Fundraising was currently in progress including a GofundMe page. Cllr Rimmer was awaiting dates from TouchWood to commence the 2<sup>nd</sup> phase of the playground project.

**191106/16 Risk assessment update**

- **Playground update – Cllr Rose:** following recommendations made by the Play Safety Report, TouchWood had now inspected the zip-wire. The cable was tensioned as required but no other issues were raised. Two vertical timbers in the tunnel were also firmly reattached.
- **Asset update –** The Clerk had physically inspected the assets on the 1<sup>st</sup> November. No concerns were raised. However, Clerk recommended adding all litter and dog-waste bins to the assets register. Even though they were owned by the District Council; a replacement may be expected to be funded by the Parish Council.

**191106/17 To consider the following planning application:** 19/03957/CPO | Variation of conditions 12 (exportation of stone) and 13 (crushing) to allow a 3-year temporary period for the processing and removal from site of excess unusable building stone materials from phases 1 & 2 to address operational issues relating to high quantities of waste on site relating to planning consent 16/0012/CWMAJM dated 26/05/2016 | Cotswold Stone Quarries Tinkers Barn Quarry Guiting Power Cheltenham Gloucestershire GL54 5UF: **Following brief discussion, Council resolved to support any comments made by Temple Guiting Parish Council relating to this application.**

**191106/18 To provide an update in relation to the Quarry stakeholder meeting (Clerk):** This meeting was now scheduled for 29<sup>th</sup> January 2020 in Toddington Village Hall.

**191106/19 To approve updated Financial Regulations, in line with NALC guidelines:** This was deferred to the next Council meeting at the Clerk's request. Councillors were asked to compare the revised Regulations with the current Policy to ensure all figures were the same in both documents.

**191106/20 To receive correspondence and agree response:**

- HONC – Hell of The North Cotswolds 2020 Endurance Cycling Event: For information only.
- Consultation on the new Audit Code of Practice Part Two: As NALC was responding to this, **Council agreed no response was required.**
- Local Answer Online Directory: Only basic contact information to be provided for this
- Citizens Advice Stroud + Cotswolds – letter requesting deadline date for funding requests: Clerk to respond.
- Rough Sleepers Estimate: As the count was for the night of the 6<sup>th</sup> November, the Clerk requested that Councillors confirmed there were none the following day.
- What3words: More information was required for this to be considered.  
**Action: Clerk to contact organiser for further information**
- Outreach Post office: Some correspondence had been received from the Secretary of Longborough Village Shop regarding concern for long-term plans of Outreach services.  
**Action: Clerk to continue to forward any further correspondence relating to this matter to Cllr Rimmer**

**191106/21 Finances**

- a) **To approve current state of accounts:** The accounts were approved and a bank reconciliation performed and signed.

<b>GUITING POWER PARISH COUNCIL</b>					
<b>BANK RECONCILIATION AT 5th November 2019</b>					
<b>Period to 31st October 2019</b>					
<b>Lloyds Current Acc: 00896036</b>					
				£	
	Balance per statement			£	5,948.03
	Outstanding receipts				
	NIL			£	-
	Less unrepresented chqs	£	50.00		
		£	12.75		
		£	497.04		
		£	110.00		
		£	750.00	£	1,419.79
	<b>Balance</b>			£	<b>4,528.24</b>
<b>Scottish Widows Acc</b>					
	Balance per statement			£	2,927.25
	Outstanding receipts				
	NIL			£	-
	Less unrepresented chqs				
	NIL			£	-
	<b>Balance</b>			£	<b>2,927.25</b>
	<b>Total Balance</b>				<b><u>£7,455.49</u></b>
<b>Cash book Summary</b>					
	Opening Balance 01.04.19			£	4,218.21
	Add receipts to date			£	3,585.00
	Less payments to date			£	3,274.97
	<b>Cash Book Balance</b>			£	<b>4,528.24</b>
	<b>Balance per Scottish Widows acc</b>			£	<b>2,927.25</b>
	<b>Reconciled Balance</b>				<b><u>£7,455.49</u></b>
	<b>Balance to carry forward</b>				<b><u>£7,455.49</u></b>

- b) **To perform an Internal Financial Control Check:** An Internal Control Check was completed at the end of the meeting and the certificate signed by the RFO.
- c) **To consider proposed budget, as circulated to Cllrs:** Cllr Rimmer explained any change in the budget from the previous year and proposed that the precept should be raised by 2%. The total requested from the District Council would therefore be £3,656.70. Both the precept and the budget would be confirmed in the January meeting, to allow for any increase from outside agencies such as GAPTC.

	Budget no increase £	Budget @ 2% increase	Budget @ 4% increase £	NOTES
				<i>Items in PURPLE TEXT result in ZERO effect on PC budget</i>
<b>INCOME</b>				
Precept	3585.00	3656.70	3728.40	Increase of £0, £72 and £143 respectively
Council tax Grant	0.00	0.00	0.00	
VAT re-claim	1989.56	1989.56	1989.56	Playground + fireworks VAT
Donation	700.00	700.00	700.00	Fireworks donated by social group (small increase in budget)
Donation	9247.82	9247.82	9247.82	Playground funds donated by social group
	<b>15522.38</b>	<b>15594.08</b>	<b>15665.78</b>	
<b>EXPENSES (necessary)</b>				
Clerk's Salary	2221.00	2221.00	2221.00	2019/20 rate = £2199
Admin expenses	250.00	250.00	250.00	No change
Insurance	600.00	600.00	600.00	In line with 2019/20 premium
Audit costs	200.00	200.00	200.00	decrease of £80
Room Hire	150.00	150.00	150.00	6 meetings of 3 hrs @ £8 per hour = £144
	<b>3421.00</b>	<b>3421.00</b>	<b>3421.00</b>	
<b>EXPENSES (projected)</b>				
Donations	0.00	0.00	0.00	
Sec. 137	0.00	0.00	0.00	
Defibrillator costs	75.00	75.00	75.00	No change (electrode replacement Nov 2020)
Training	200.00	200.00	200.00	decrease of £50
Subscriptions	250.00	250.00	250.00	No change (GAPTC, SLCC ICO, GPFA)
Equipment	500.00	500.00	500.00	No change (To include new laptop £500)
Newsletter	80.00	80.00	80.00	No change
Xmas Tree	50.00	50.00	50.00	No change
Wreath	20.00	20.00	20.00	No change
Playground + Fireworks (VA	1989.56	1989.56	1989.56	Playground + fireworks VAT
Fireworks	700.00	700.00	700.00	Fireworks donated by social group (small increase in budget)
Playground (stage 2)	9247.82	9247.82	9247.82	Playground funds donated by social group
Annual assembly	30.00	30.00	30.00	decrease of £20
	<b>13142.38</b>	<b>13142.38</b>	<b>13142.38</b>	
	<b>£ (1,041.00)</b>	<b>£ (969.30)</b>	<b>£ (897.60)</b>	

**d) The following payments were approved:**

Payments made between meetings				
761	Cotswold Friends	Donation	Auth	£50
762	PATA	Payroll July – Sep	GPC	£12.75
763	Mrs R Waller	Salary July – Sep		£497.04
764	HMRC	Tax		110.00
765	Sandling Fireworks	Fireworks event		750.00
The following payments were approved:				
Chq no	Payee	Purpose	Auth	Cheq value
766	Mrs R Waller	Admin. Expenses	GPC	£78.08
767	Toddington Parish Council	CLLr training session with Kim Bedford (CLLr Cuthbert)		£20
768	Guiting Power Village Hall	Hall Rental		£135
769	Guiting power Village Hall	Grass Cutting		£144
770	Touch Wood Enterprises Ltd	2nd Phase Playground Project		£4,756.02
771	D Rimmer	Newsletter (re-imburement)		£29.99

All payments are authorized under the adopted General Power of Competence, unless stated.

**191106/22 Future Council dates were confirmed as follows:**

22nd Jan 2020 includes Constables Piece meeting  
18th March  
25th March - Annual Assembly  
13th May - Annual PCM  
1st July  
9th September  
11th November includes Constable's Piece meeting  
20th January 2021 includes Constable's Piece meeting  
17th March  
24th March: Annual Assembly  
12th May: Annual PCM

**191106/23 For Information only.** Some matters for next agenda were raised.

**The next meeting date of the Parish Council was confirmed as 22<sup>nd</sup> January 2020, commencing at 7.45pm.** This will be followed by a meeting of the Constables Piece.

The Chairman concluded the meeting at 8.55pm and thanked everyone for their attendance.

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Chairman

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Date