

## PAUNTLEY PARISH COUNCIL

Minutes of a meeting of Pauntley Parish Council held in Pauntley Village Hall on Tuesday 17 February 2015 at 7.45 pm.

Present: Councillor Mrs B Bainbridge, Chairman; Councillors Mrs A Rawson, Mr P Chapman, Mrs C Philipps, Mrs J Trevail, Mr N Fowke

In attendance: The Clerk, Mrs L Harding

Two members of the public were present.

### 1. TO RECEIVE APOLOGIES AND ACCEPTABLE REASONS FOR ABSENCE

No apologies for absence were received.

### 2. TO RECEIVE ANY DECLARATION OF PERSONAL OR PREJUDICIAL INTEREST IN ITEMS ON THE AGENDA

There were no declarations of personal or prejudicial interest in items on the agenda.

### 3. TO CONFIRM THE MINUTES OF THE MEETING HELD ON 18 NOVEMBER 2014

The minutes of the meeting held on 18 November 2014 were approved.

### 4. TO DEAL WITH ANY ACTIONS ARISING FROM THE MINUTES OF THE LAST MEETING

Item 4 - Councillor Rawson will complete the bank signatory form and return it to the Clerk.

Item 8(a) - the Clerk responded to Newent Link. They have now added a picture and some information on Pauntley Church to their cycle route leaflet.

Item 10 - the phone box is yet to be painted.

### 5. TO RECEIVE THE RESIGNATION OF COUNCILLOR STALLARD AND TO RESOLVE ON ACTION TO BE TAKEN

Councillor Stallard's resignation has been received and the Chairman has written to him thanking him for his contribution as councillor. The District Council advise that there is no need to advertise a casual vacancy in view of the forthcoming elections and it was resolved to leave the position vacant until that time.

### 6. FINANCE

- a) The Clerk reported that the balance at the bank at 31 January 2015 was £5,367.55. All monies have now been paid over to the Village Hall, with the exception of the £250 Pride of the Forest Award. The grant of up to £1,000 allocated to the village hall towards a new shed will be held until the amounts required are known.
- b) The precept has been requested, at £4,231.00. The CTGS for the financial year 2015-2016 has reduced from £59.98 to £15.00, a reduction of £44.98. These two amounts make up the £4,246.00 that was resolved on at the meeting on 18 November 2014.
- c) It was resolved to make payment of the Clerk's salary for the three months of January, February and March 2015, at £465.82 together with a payment to HMRC for tax at £82.00, a total of £547.82.
- d) It was resolved to pay expenses to the Clerk of the amount of £121.40.
- e) Payment of £25.00 to GAPTC for the Clerk's training session on Financial Regulations was approved.

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- f) It was resolved to appoint Mr I Selkirk as internal auditor for the financial year 2014-2015 at a fee of £65.00.
- g) The subscription rate for GAPTC for the coming financial year would be £75.78, assuming that the numbers on the electoral roll remain as at present. This will be invoiced at the start of the financial year.
- h) New pay scales had been issued for Clerks, to be effective from 1 January 2015. On SC15, the new hourly rate is £8.613 per hour, giving a new annual salary of £2,239.38 if approved. A one-off non-consolidated payment of £100 pro-rata, at £13.52, is also to be paid if approved. It was resolved to increase the Clerk's salary accordingly and the Clerk will notify Thirsk Payroll of the change. LH
- i) The Parish Council has received a grant of £5,000.00 from Gloucestershire Environment Trust towards the patio doors and shed project. It was resolved to set up a fund for this project, comprising this £5,000.00 grant, the £1,000.00 grant from the Parish Council and the £250.00 Pride of the Forest Award (if required), to be accounted for separately under Parish Council business. LH
- j) The payment to Greenhouse Stores (Circle Online) for the Canberra shed at £761.00 was approved. £461.00 towards this had been received from GET and the remaining £126.83 was VAT, which would be reclaimed.
- k) Notification had been received that War Stock is being redeemed in its entirety on 9 March 2015. The Parish Council holds stock to the value of £34.17. The Clerk will notify Computershare of the bank details for this payment.

## **7. TO REPORT ON PREVIOUS PLANNING APPLICATIONS**

- i) Compton Green Business Park - variation of condition 7 of P1584/10/FUL to enable B2 General Industrial use of Unit 4c and Part Unit 10 (retrospective). This has been approved.
- ii) Walden Court Farm – application for conversion of barn into a dwelling. This is still under consideration.
- iii) Botloes Farm - application - application for the removal of planning conditions (03) and (05) relating to planning permission PO38/11/FUL. Since the planning meeting was not quorate, the Clerk has provided the response given at the time of the initial application.

## **8. TO RECEIVE AND NOTE THE TIMETABLE AND ARRANGEMENTS FOR THE FORTHCOMING PARISH COUNCIL ELECTIONS**

The timetable for elections was noted. Nomination packs will be sent to the Clerk by the end of February for distribution. These need to be delivered to the District Council by hand and the Clerk is willing to take them over if councillors wish to pass them to her. The closing date is Thursday 9 April. LH

## **9. TO CONSIDER AND RESOLVE ON THE DRAFT REVISED FINANCIAL REGULATIONS FOR PAUNTLEY PARISH COUNCIL**

The draft Financial Regulations were approved at the meeting in November but it was resolved to wait for final approval until the Clerk had attended a training day with GAPTC. The Clerk reported that no other changes appeared to be necessary. It was resolved to continue with cheque payments rather than moving to internet banking at this stage. A councillor would be appointed to review the accounts periodically, following the elections in May. The Clerk will arrange for back-up computer records to be stored off-site.

## **10. TO REVIEW THE STANDING ORDERS FOR PAUNTLEY PARISH COUNCIL**

The Standing Orders were reviewed and it was agreed that no changes were required at the present time.

**11. TO CONSIDER THE NEW TRANSPARENCY CODE FOR SMALLER AUTHORITIES AND NOTE ANY ISSUES FOR DISCUSSION AT THE NEXT MEETING**

The new Transparency Code was briefly discussed and this will be an agenda item for the next meeting. It was agreed that the majority of the requirements were already being met. The Clerk can arrange for draft minutes to be posted on the website.

**12. TO RECEIVE A REPORT FROM THE CLERK THE REQUEST FOR CONSIDERATION OF A SPEED LIMIT THROUGH PARTS OF THE PARISH**

The response from Gloucestershire Police to the request for a speed limit in the parish was considered. A speed check had been set up through Pool Hill, near the school, and on the Redmarley Road. This latter location was not requested for consideration, but rather Brand Green village itself. Various data had been received and was discussed. The police do not believe there is a problem as few vehicles in Pool Hill were travelling over 40mph. The Clerk had responded that the point was not that vehicles were exceeding the current speed limit but that 40mph was too fast for the road conditions. A total of 343 vehicles were recorded as travelling at over 30mph through Pool Hill in the two week period, at which councillors expressed concern. A member of the public pointed out that, since the lanes through Pool Hill had been resurfaced, traffic was in fact travelling at a greater speed. The Clerk has repeated the issues for concern and asked them to consider again our actual request, which was for a lower speed limit. They have agreed to do so but the tone of this response is not encouraging, partly as it seems to be an issue of costs. It was resolved that the Clerk should write again with the concerns of councillors and request more information on these costs. Councillor Fowke suggested that this should also be an item for the AGM in May. Concern was also expressed about the Upleadon crossroads; this is a dangerous junction and it was felt that a 'Stop' sign would be more appropriate than 'Give Way'.

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**13. TO RECEIVE CORRESPONDENCE AS FOLLOWS AND AGREE A RESPONSE:**

- a) Request from the Forest of Dean District Council for information as part of a Scrutiny Exercise. This was discussed and it was not felt that it was appropriate for this information to be requested. The form would therefore not be completed.
- b) Advice from the Forest of Dean District Council regarding publicity in the pre-election period. This was noted.
- c) Communication from the District Council regarding the reforms to section 106 monies and affordable housing.
- d) Practical Planning Guidance: Housing Assessment.

**14. TO AGREE THE DATE OF THE NEXT MEETING OF PAUNTLEY PARISH COUNCIL**

The next meeting of Pauntley Parish Council will be on Monday 20 April at 7.45 p.m. in Pauntley Village Hall.

**15. TO CONSIDER ANY OTHER URGENT RELEVANT BUSINESS**

There were complaints about mud and manure on the lane through Brand Green, which was making driving conditions dangerous. It was agreed that a polite letter would be sent to the two parties concerned asking them to ensure they clean up the lane after the loads have been delivered.

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Signed.....

**Date.....**

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