

## PAUNTLEY PARISH COUNCIL

Minutes of a meeting of Pauntley Parish Council held in Pauntley Village Hall on Tuesday 21 July 2015 at 7.45 pm.

Present: Councillor N Fowke, Chairman; Councillors Mrs A Rawson, Mrs J Trevail, Mr P Chapman, Mrs Linda Morris

In attendance: The Clerk, Mrs L Harding

Four members of the public were present.

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

Apologies and acceptable reasons for absence had been received from Councillor Philipps.

### 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 MEETINGS HELD ON 18 MAY AND 9 JUNE 2015

The minutes of the meetings held on 18 May and 9 June 2015 were approved.

### 4. TO DEAL WITH ANY ACTIONS ARISING FROM THE MINUTES OF THE ABOVE MEETINGS

Item 8(a) Amey are returning to Pool Hill in September to uncover the drain covers and hydrants that were covered over in the road surfacing. (b) The bank mandate variation form was completed and Lloyds Bank now confirm that Councillor Trevail has been added as a signatory and Brenda Bainbridge removed. (c) No response has again been received to emails regarding the speed limit and the Clerk will pursue this.

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### 5. TO ELECT A VICE-CHAIRMAN FOR PAUNTLEY PARISH COUNCIL

There was no election for Vice-Chairman for Pauntley Parish Council at the present time.

### 6. TO RECEIVE CONFIRMATION FROM THE FOREST OF DEAN DISTRICT COUNCIL THAT NO ELECTION HAS BEEN CALLED FOR THE VACANCY ON THE PARISH COUNCIL AND TO CONSIDER AND RESOLVE ON THE CO-OPTION OF A FURTHER COUNCILLOR FOR PAUNTLEY PARISH COUNCIL

The District Council has confirmed that no election has been called for the vacancy for parish councillor. A notice has been posted asking for expressions of interest in co-option onto the parish council but no applications have as yet been received.

### 7. TO REQUEST THE RENEWAL OF DISPENSATIONS FROM THE FOREST OF DEAN DISTRICT COUNCIL TO ALLOW COUNCILLORS TO DISCUSS VILLAGE HALL BUSINESS

The Clerk will apply for a further dispensation as above for parish councillors.

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### 8. FINANCE

- a) The Clerk provided a financial report as attached. The accounts have now gone for external audit and the response is awaited.

- b) The final payment from Gloucestershire Environmental Trust of the remaining grant of £1,135.83 was acknowledged and final payments were approved as follows:

- £129.60 to Shane Howells Ltd for finishing work on the patio doors
- £900.00 to Steve Jones Building for the shed base and erection
- £200.00 to Pimlico Forge for the handrails
- £362.17 from the Parish Council towards the completion of the project

A VAT refund of £461.04 has been received, covering the final VAT payments on the project along with the VAT for the hand dryers and their installation. The attached table detailing receipts and payment for the project was approved.

- c) It was resolved to pay over to the Village Hall the £250 Pride of the Forest Award held for it.
- d) It was resolved to pay the Clerk's salary for April to June 2015 at £559.85 gross, made up of £448.05 salary and the payment of tax to HMRC of £111.80.
- e) It was resolved to pay expenses for the Clerk of £14.40 for postage.
- f) It was resolved to pay expenses of £78.18 for the Chairman for the Annual Parish Meeting.
- g) It was resolved to pay £85.00 to GAPTC for a training day for Councillor Trevail in October. The Clerk will look for evening courses and for planning training.
- h) A third signatory for the parish council bank account was discussed and it was felt that this was not required at this time, since the Clerk is also a signatory.
- i) It was resolved that financial assistance could not be given at this time to Coleford Area Partnership for their weekend commemorations of the anniversary of Magna Carta.

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**9. TO RECEIVE NOTIFICATION FROM THE FOREST OF DEAN DISTRICT COUNCIL OF BUILDING REGULATIONS APPROVAL FOR THE PATIO DOORS STEPS AND RAILS**

The Building Regulations Certificate for the patio doors has been received from the Forest of Dean District Council.

**10. TO RECEIVE A REPORT FROM THE CLERK ON THE ACTIONS TAKEN TO COMPLY WITH THE TRANSPARENCY CODE**

The Transparency Code for Smaller Authorities requires parish councils to publish certain financial information. The Clerk has placed the relevant documents on the parish website, which is sufficient to comply with the requirements of the Code.

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

The next meeting of Pauntley Parish Council will be on Tuesday 29 September at 7.45 p.m.

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

Defibrillators will be an item for the agenda at the next meeting.

Councillor Trevail plans to revisit the parish map and walks, which will be an agenda item at the next meeting

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**Signed**.....

**Date**.....

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