

PAUNTLEY PARISH COUNCIL

Minutes of a meeting of Pauntley Parish Council held in Pauntley Village Hall on Tuesday 16 February 2016 at 7.45 pm.

Present: Present: Councillor N Fowke, Chairman; Councillors Mrs A Rawson, Mrs Linda Morris, Mrs Jeanette Trevail

In attendance: The Clerk, Mrs L Harding

One member of the public was also present.

1. TO RECEIVE APOLOGIES AND ACCEPTABLE REASONS FOR ABSENCE

Apologies for absence had been received from Councillor Philipps and from a member of the public, Mrs A Solesbury.

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 16 NOVEMBER 2015

The minutes of the meeting held on 16 November 2015 were approved.

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

Item 5 (b) – The Chairman had repaired the notice board, which needed a bolt replacing.

5. FINANCE

- a) The Clerk presented the financial report. The precept had been requested, at £4236.00 together with the LCST of £10.00, a total of £4,246.00. The bank balance at 31 January was £3,604.16. Expenses are in line with the budget, with the exception of election expenses. £1,299.23 was budgeted, in the event of an election, but costs were only £143.33, leaving an additional £1,155.90 in the budget. Internal audit of the accounts for 2015-2016 will take place during the week commencing Tuesday 17 May.
- b) It was resolved to pay expenses to the Clerk of £41.54.
- c) It was resolved to make payment to the Clerk of £484.65 for salary payment for October to December 2015 (£559.85 less £75.20 tax).
- d) It was resolved to make payment to HMRC of £75.20 in income tax on the above salary.
- e) It was resolved to make payment to Brunel Engraving of £85.32 for the plaque for the Pool Hill telephone kiosk (£71.10 plus £14.22 VAT).
- f) It was resolved to appoint Mr I Selkirk as internal auditor for the financial year 2015-2016 at a fee of £75.00.
- g) It was resolved to pay Pauntley Village Hall £12.00 hall hire for the defibrillator awareness session on 18 January.
- h) The closure of the Lloyds Bank branch in Newent in April 2016 was noted.

It was resolved that future expenses below the amount of £100 would be considered approved as read.

6. TO CONSIDER THE NEW EXTERNAL AUDIT ARRANGEMENTS FOR SMALLER AUTHORITIES FROM APRIL 2017 AND TO RESOLVE ON WHETHER TO OPT-IN TO THE SECTOR-LED BODY OF THE SMALLER AUTHORITIES AUDIT APPOINTMENTS LTD BODY FOR EXTERNAL AUDIT PURPOSES

The new external audit arrangements were considered and it was resolve to opt-in to the sector-led body of the Smaller Authorities Audit Appointments Ltd Body for external audit purposes.

7. TO RECEIVE A REPORT ON THE PUBLICITY ARRANGEMENTS FOR THE POOL HILL DEFIBRILLATOR

A press release and photograph have been issued to the local papers regarding the Pool Hill defibrillator.

8. TO RECEIVE A REPORT TO RECEIVE A REPORT ON THE DEFIBRILLATOR AWARENESS SESSION HELD ON MONDAY 18 JANUARY.

Thirty five people had attended this session, which was agreed to be useful and informative.

The British Heart Foundation do not provide awareness sessions in their package but they provide a training kit and DVDs which have already been made available to the Guides to use at the hall. A note will be included in the parish magazine to let residents know that these are available for them to borrow.

9. TO RECEIVE A REPORT FROM THE CHAIRMAN ON THE DEFIBRILLATOR FOR BRAND GREEN

The Chairman reported that the defibrillator has now been received but that BT will not take responsibility for reconnecting the electricity supply to the Brand Green kiosk. It is therefore proposed to house the defibrillator on the exterior of the village hall, where an electricity supply is available for the heated cabinet. The construction of the walls would make this difficult without erecting some form of plate to take the cabinet. The possibility of erecting a porch to house this was discussed, with permission of the village hall committee. This could also contain the key safe for the hall. Quotes will be obtained and a further meeting held to discuss this further.

The gate at the village hall was also discussed, as adapting this would make access to the defibrillator easier. This will be re-considered at the next meeting.

The cabinet supplied by the British Heart Foundation, in accordance with their policy, is not lockable. There were two concerns regarding this. Firstly, it could be accessed without calling the emergency services and, secondly, there is no way of knowing whether it has been accessed and any equipment taken or used. This is not a location where daily checks are possible. Community Heartbeat Trust advise that they can supply cabinets that can be locked if required and this will be discussed again at a later date.

10. TO CONSIDER AND RESOLVE ON IMPLEMENTING A VOLUNTARY EMERGENCY LEPHONE SCHEME (VETS) IN THE PARISH, AND ON PROVIDING EMERGENCY TELEPHONE SYSTEMS FOR USE ALONGSIDE THE DEFIBRILLATORS

The VETS scheme, which would provide a system to allow up to 10 local helpers registered on the system to be contacted in sequence in the event of an emergency requiring their assistance. This would be used after calling the emergency services. This service is free for the first year and then £100 p.a. Mobile phones for use with the system are available at £35 set-up and £1 per week rental. It was resolved to go ahead with the VET system but it was not felt that the

Emergency telephones at the point of the defibrillators were discussed, at a cost of £341 each + delivery + VAT, along with a rental of £52 p.a. These will be re-considered at a later date.

11. PLANNING

a) To report on previous applications:

Walden Court Farm – application for planning permission and listed building consent for the conversion of the former carriage house to a dwelling. A decision is still awaited.

The Paddocks, Welsh House Lane – application for planning permission for the construction of an extension and patio area to the rear of the dwelling. Permission has been granted.

Walnut Farm Buildings – erection of a dwelling, removal of existing timber chalet and converted chicken shed. The Parish Council has responded to the consultation and a decision is awaited.

12. TO CONSIDER THE RESPONSE FROM GLOUCESTERSHIRE ROAD SAFETY PARTNERSHIP TO A REQUEST FOR ASSISTANCE WITH ADDRESSING LOCAL SPEED CONCERNS

It was not felt that the majority of the suggestions in the Community Road Safety Toolkit would be of use in the parish, with the exception of the suggestion of noting registration numbers of speeding delivery vehicles and contacting the company concerned, although in practice most of these vehicles were travelling too fast for this to be feasible without a dedicated team out on the lanes to do this.

13. TO RECEIVE A REPORT FROM COUNCILLOR TREVAIL ON THE COUNCILLOR TRAINING SESSION HELD ON 27 OCTOBER

Councillor Trevail reported that one of the items for discussion at this session had been for councils to consider how they promote themselves as a council, and how they could encourage others to engage in what they are doing. There was some discussion on these issues. It was agreed that developing a Community Emergency Plan would help with this, and it will be an agenda item at the APM in May. A welcome pack for new residents was discussed. The school will also be approached to see if a representative from the school could be co-opted onto the council, as was the case for many years previously. Other ideas include the walks map and leaflet to be discussed as the next agenda item.

14. TO CONSIDER DRAWING UP A PARISH MAP AND WALKS LEAFLET

Councillor Trevail does not have a copy of the school's map from a few years ago but has a draft map and leaflet begun in the past. The Clerk will provide a copy of the definitive footpath map for the parish. This will be considered further at a future meeting, including a treasure hunt to get people involved, which could use the village hall as the starting and finishing point. It was again noted that some of the footpaths and stiles need an assessment of their condition.

16. TO AGREE THE DATE FOR THE NEXT MEETING OF PAUNTLEY PARISH COUNCIL

The next meeting of Pauntley Parish Council will take place on Tuesday 19 April at 7.45 p.m. at Pauntley Village Hall.

17. TO CONSIDER ANY OTHER URGENT RELEVANT BUSINESS

It was agreed that the Clerk will attend the Clerk's Networking Day held by GAPTC on 8

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March and payment of £20.00 for this was approved. Further dates for training courses for councillors were noted.

Information on the District Council's Planning Peer Challenge had been sent to councillors prior to the meeting by email.

Signed.....

Date.....