

PAUNTLEY PARISH COUNCIL

Minutes of a meeting of Pauntley Parish Council held in Pauntley Village Hall on Tuesday 15 April 2014 at 7.45 pm.

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

In attendance: The Clerk, Mrs L Harding

One member of the public was present.

1. TO RECEIVE APOLOGIES AND ACCEPTABLE REASONS FOR ABSENCE

There were no apologies.

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 3 FEBRUARY 2014

The minutes of the meeting held on 3 February 2014 were approved.

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

Item 10 – the Clerk has obtained the Neighbourhood Watch signs and these will be erected shortly.

5. FINANCE

a) The Clerk reported that the balance at the bank at 31 March was £3,772.06. This includes £827.80 held for the village hall. This is in line with the budget for the year.

b) Income tax was due on the Clerk's salary for February at £6.40 and the payment of this to HMRC was approved.

c) It was resolved to pay expenses of £53.93 to the Clerk.

d) It was resolved to make payment to GAPTC of the annual membership fee at a cost of £68.38.

e) It was resolved to outsource the payroll to Thirsk Payroll at a cost of £16.00 per quarter, from April 2014. The Clerk will now be paid quarterly and will cancel the monthly standing order and make the necessary arrangements with Thirsk Payroll.

6. TO RECEIVE AND APPROVE THE ACCOUNTS FOR THE FINANCIAL YEAR 2013 - 2014 AND TO NOTE THE DATES FOR INTERNAL AND EXTERNAL AUDIT

The accounts for 2013-2014 were presented. The Clerk reported that the precept and the LCTSG were now required to be recorded separately. The accounts were approved. The Annual Governance Statement was considered and completed. The accounts will go to internal audit on 7/8 May and external audit on 9 June. A notice will be posted on 25 April regarding the rights of electors to inspect the accounts.

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7. PLANNING

a) **To consider revised plans for the stables at Hayes Farm**

These revised drawings showed the dormer windows. Councillors had no further comments to make.

b) **To report on previous applications:**

- i) Hayes Farm – application for conversion of stable block loft area into studio apartment for use ancillary to Hayes Farm as staff accommodation, guest accommodation or as a holiday unit. A decision is awaited.
- ii) Ferndale, Brand Green – application for proposed single-storey dwelling bungalow on land adjacent to Ferndale. A decision is awaited.

8. **TO CONSIDER THE IMPLICATIONS OF NEW GUIDANCE ON CHEQUE SIGNATORIES AND TO RESOLVE ON WHETHER TO RETAIN THE TWO SIGNATURE RULE FOR PAYMENTS**

It was resolved that the two-signature rule would be retained for payments for the present time. The Clerk will review the revised Financial Regulations provided by GAPTC and these will be considered at the next meeting.

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9. **TO RECEIVE A REPORT ON THE SITE VISIT FROM GLOUCESTERSHIRE HIGHWAYS TO POOL HILL, TO CONSIDER THE FLOODING SITUATION NEAR WALDEN COURT**

The site visit from Gloucestershire Highways had determined that more regular cleaning of the drains should resolve the problem. Highways would also like to be notified if the drains appear to be filling up, so that they can deal with this before it becomes a problem. Markers will be erected on the verges so that the drain covers can be located for maintenance should there be a flood here.

10. **TO CONSIDER TRAINING COURSES PROVIDED BY GAPTC**

The Clerk had contacted neighbouring parish councils to see whether a joint local evening course could be arranged. Although it was agreed in principle it was suggested that this might be more useful following the elections in May 2015 and this will be revisited at that time.

11. **TO RECEIVE CORRESPONDENCE AS FOLLOWS AND AGREE A RESPONSE OR OTHER ACTION WHERE APPROPRIATE:**

- a) Notification that the government has not extended referendum principles to parish councils for 2014-2015 although this may be revisited for larger councils from 2014-2015 onwards.
- b) Notification from Gloucestershire Highways of the new contract with Amey.
- c) Consultation from GAPTC on Access to Local Council Meetings and Documents. Councillors were concerned about the potential impact of allowing meetings to be filmed and recorded, due to the disruptive behaviour that could result in a small meeting area with no segregation between the council and the public, and also because of the possibility of such recording being edited to provide an incorrect and biased view of events.
- d) Consultation from GAPTC on a draft transparency code for parish and town councils with a turnover not exceeding £25,000. It was not felt that the proposals would benefit the council, as there would still be a requirement to produce accounts in the same way as

at present even if they were exempt from external audit.

12. TO AGREE A DATE FOR A FURTHER MEETING OF PAUNTLEY PARISH COUNCIL IN JULY 2014

A further meeting of the Parish Council will be held on Tuesday 15 July.

13. TO CONSIDER THE ARRANGEMENTS FOR THE ANNUAL GENERAL MEETING ON MONDAY 12 MAY

The next meeting will be the Annual General Meeting on Monday 12 May, at which elections for Chair and Vice Chair will be made.

14. TO CONSIDER THE ARRANGEMENTS FOR THE ANNUAL PARISH MEETING ON TUESDAY 20 MAY

The Clerk will invite the local police and village agent to attend, and the school. It was suggested that a display could be set up concerning Pauntley in the First World War, in the light of the 100th anniversary of its beginning. Local residents would be asked if they have any items for inclusion and Mrs Solesbury agreed to insert a flyer into the parish magazine for May. The Clerk will also ask the school for any contributions. Light refreshments will be provided.

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15. TO CONSIDER ANY OTHER URGENT RELEVANT BUSINESS

There was no other business.

Signed.....

Date.....