

**DRAFT**

**[712]**

**PAUNTLEY PARISH COUNCIL**

**At the meeting of Pauntley Parish Council. Held at Pauntley Village Hall, Brand Green road, Brand Green, Gloucestershire, GL19 3JD. On Monday 28<sup>th</sup> September 2020 at 7.30pm**

In attendance were:

Cllr Paul Gray (Chairman)

Cllr Dave Melville (Deputy Chairman)

Cllr Christine Philipps

Cllr Anne Rawson

Cllr Nick Fowke

Clerk Jonathan Martin

**No public forum was held due to active Coronavirus restrictions.**

**Item 1. To receive apologies and acceptable reasons for absences.**

1.1 Apologies were received from Cllr Harding in that she was currently on holiday. Notice of this had been given long in advance.

1.2 Cllr Paul Chapman was absent, and no apologies have been received.

**Item 2. To receive any declarations of personal or prejudicial interest in items on the Agenda.**

2.1 No declarations of interest were received or dispensations made.

**Item 3. To confirm the minutes of the Parish Council meeting held on 27th July 2020 and the extraordinary meeting held on 24th August 2020.**

3.1 Proposed: Cllr Melville, Second: Cllr Philipps. To approve the Pauntley Parish council minutes of 27<sup>th</sup> July 2020 and 24<sup>th</sup> August 2020.

It was resolved: To approve the minutes of the meetings of Pauntley Parish Council.

**Item 4. To receive a report from Cllr Harding, to be read by the Clerk, regarding the review of the Council's Standing Orders and Financial regulations.**

4.1 The report was given by the Clerk, and no changes to the current Standing Orders or Financial Regulations of the Council was deemed necessary. The Clerk suggested that a new policy be drafted to cover the procedures involved in the transition of an outgoing Clerk to a new Clerk. The aim of this being to streamline and

render the transition as orderly as possible. It was agreed that this policy should be developed.

**Item 5. To receive a report from the Clerk on the condition of the Council's website in relation to the new public accessibility regulations.**

5.1 The report indicated that there was no discernable problem with the Council's website in relation to the new accessibility regulations. Therefore no changes to the website are needed.

**Item 6. To discuss and resolve on, if deemed necessary, the continuation of the Lockdown committee rules should the situation require it.**

6.1 The Council has taken the recommended and required steps to improve the safety of its meetings, enabling normal meetings to resume, though without public forums. It was deemed necessary that the protocols of the Lockdown committee remain as a backup should heavier restrictions resume.

**Item 7. Finance:**

**Item 7. a. To receive a brief report from the Clerk on the Parish Council's accounts.**

7 a). 1. The report on the Council's finances was well received. It was noted that spending on the first quarter was high due to most of the Council's yearly subscriptions to various services and necessities being renewed.

**Item 7. b. To discuss and resolve on the Statutory regulations that the Council is obliged to adopt as a pension provider.**

7. b). 1. The statutory policy template the pension policies was reviewed and the clerk was tasked with adapting this to the Council's own requirements, with a draft to be presented before the next meeting. The resolution would be deferred until then.

**Item 8. Payments:**

**8.i. To confirm the payment of £85.00 to I. Selkirk, the internal auditor of the Parish Council for 2019-2020 at 14/8/2020, previously authorised in minute 710/4.1.**

8.i) 1. The previous resolution to pay the internal auditor's fee was confirmed.

**Item 9. To resolve on payment of £91.51 of expenses to the Clerk after inspection of receipts. This consists of; £1.52 for postage, and £89.00 for the Parish Council's internet security subscription.**

9.1 The claim form and its receipts were inspected. The fee for the yearly subscription to the Norton anti-viral service was commented on as being too excessive and perhaps a new, cheaper service should be found for the next year. Also, the figure of £89.00 in the Agenda for the Norton fees was corrected to £89.99.

Proposed: Cllr Melville, Seconded: Cllr Rawson, to change the Agenda figure of £89.00 to £89.99 and to approve payment of £91.52.

It was resolved: On payment of £91.52 for expenses.

**Item 10. To discuss and resolve on the inspection of the trees on Compton Green.**

10.1 It was generally agreed that this matter should be deferred to the next meeting, as this would benefit from the expertise of Cllr Harding. However, preparations for the inspection of and trimming of the trees would not be fully necessary until next year. That said, starting preparations this year would be advisable. This would require the gathering of quotes from tree surgeons for any potential work.

**Item 11. To agree to the date for next meeting of the Pauntley Parish Council, proposed for 30th November 2020.**

11.1 It was agreed, that the next date for the Pauntley Parish Council meeting would be 30th November at 7.30pm.

**Item 12. Any other business.**

12. 1 Cllrs conferred complaints that they had received regarding the work of the Gigaclear company in its cable laying operations. Specifically, in the amount of loose earth left at certain sites along the road, as well as loose grass turfs that would not contain the loose soil beneath if heavy rain were to affect the area. Generally, the work of the company was seen to be reasonable, but a letter would be sent to raise these issues and its response would be reported back to the Council.

12. 2 The planning application for 'the Cottage' on Pool Hill road was considered last due to this application's late submission in relation to the date of this meeting. No objections were raised to the proposed plans.

The meeting was ended at approximately 8.20 pm.

**Pauntley Parish Council Clerk contact information:**

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**GL16 8NB**

**Gloucestershire.**

**Signature of the Clerk:**

**Date:**