

[722]

PAUNTLEY PARISH COUNCIL

At the meeting of Pauntley Parish Council, held at Pauntley Village Hall, Brand Green, Gloucestershire, GL19 3JD on Monday 11th April 2022 at 7.30 p.m.

In attendance were:

Cllr Paul Gray (Chairman)

Cllr Lesley Harding (Deputy Chairman)

Cllr Anne Rawson

Cllr Christine Philips

Cllr Nick Fowke

Cllr Mark Hargreaves

County Cllr Gill Mosely

District Cllr Philip Burford

Clerk: Jonathan Martin

Meeting starts at 7.30pm

Item 1. To receive apologies and acceptable reasons for absences. (1 minute)

1.1 Apologies were received from Cllr Paul Eastabrook and Cllr Brian Lewis.

Item 2. To receive any declarations of personal or prejudicial interest in items on the agenda. (1 minute)

2.1 No declarations of interests were received, or dispensations made.

Item 3. To approve and sign as a correct record of the minutes of the meetings held on 14th February 2022 and to deal with any matters arising. (1 minute)

3.1 Proposed: Cllr Gray. Seconded: Cllr Harding.

Resolved: to confirm the minutes of the Meetings of 14th February 2022.

Item 4. Finance:

Item 4.a. To receive an update from the Clerk on the Parish Council's accounts. (2 minutes)

4.a). 1. The report was given with no points of interest raised, other than the current account was in good health ready for the incoming precept deposit.

The current balance was: £3,771.69.

Item 4.b. To receive the fourth quarter accounts for January – March 2022. (2 minutes)

4.b). 1. The report was given with no points of interest raised.

Item 4.c. To consider and resolve on the approval of the final yearly accounts for the financial year of 2021-22. (2 minutes)

4.c). 1. Proposed: Cllr Fowke. Seconded: Cllr Harding.

Resolved: to approve the final yearly accounts for the financial year of 2021-22.

Item 4.d. To confirm that the current asset register, budget and precept are available on the website.

4.d). 1. This was confirmed after examination of the Council's website.

Item 5. Audit report of 2020-21 review.

Item 5.a. To review the internal audit report for 2020-2021 and the responses of 28/02/2022. (10 minutes)

5.a). 1. Councillors confirmed that these policies were up to date and remain appropriate for the financial year 2022-2023.' That would mirror the agenda item heading.

Item 5.b. To consider the following policies and procedures following review on the website and confirm that these remain appropriate for the year 2022-23. These being:

- PC Financial Regulations 22-23 – approved 29.11.21
- Code of Conduct 22-23 - approved 29.11. 21
- Standing Orders 22-23 - approved 29.11 21
- Grants Policy 22-2 3 – approved 27.9. 21
- Reserves Policy 22-23 – approved 29.11.21
- Transparency Policy 22-23 – approved 29.11.21
- Equality and Diversity 22-23 – approved 14.2.22
- ICO Publication scheme 22-23 – approved 14.2.22

5.b). 1. Councillors stated that the above policies had been updates and were relevant. All of the above policies and procedures were considered and deemed to be still appropriate for the year 2022-23.

Item 6. Audit preparations:

Item 6.a. To resolve on the appointment of a Councillor to carry out the internal checks on finance for the financial year 2021-22. (2 minutes)

6.a). 1. Cllr Eastabrook had previously volunteered for this task.

Proposed: Cllr Harding. Seconded: Cllr Philips.

Resolved: to appoint Cllr Eastabrook for this task.

Cllr Eastabrook would be informed of this resolution.

Item 6.b. To resolve on whether the Parish Council should declare itself exempt from the external audit for the financial year 2021-22. (2 minutes)

6.b). 1. Proposed: Cllr Harding. Seconded: Cllr Fowke.

Resolved: to declare Pauntley Parish Council exempt from external audit.

6.b). 2. The Clerk would now sign the relevant forms and send these to the external auditors to confirm this.

Item 6.c. To resolve on the appointment of the internal auditor provided by GAPTC. (2 minutes)

6.c). 1. Proposed: Cllr Hargreaves. Seconded: Cllr Fowke.

Proposed: To appoint an internal auditor provided by GAPTC.

6. c). 2. To confirm with GAPTC that it should appoint the PC's Internal Auditor for the current year's annual audit

6. d). 3. The Clerk would now approach the GAPTC and arrange this.

Item 7. To resolve on the payment of £79.02 to GAPTC in renewal of the yearly subscription.

7.a. Proposed: Cllr Rawson. Seconded: Cllr Harding.

Resolved: On the payment of £79.02 to GAPTC in renewal of the yearly subscription.

Item 8. Payments:

**To resolve on the following payments.
(1 minute)**

Minute	Amount	Date	Recipient	Description
722/8.a	£10.50	15/02/22	Parish Clerk	Clerk's expenses.
722/8.b	£611.79	28/03/22	Parish Clerk	Clerk's wages.
722/8.c	£180.62	28/03/22	Glos' LGPS	Employer Pension Contribution.
722/8.d	£79.02	04/04/22	GAPTC	Yearly subscription renewal.

8.1 Proposed: Cllr Harding. Seconded: Cllr Philips.

Resolved: to approve the above payments.

Item 9. To resolve on the renewal of the Council's website subscription service with Quoakle at £196.80 for the year.

9.1 Cllr Harding mentioned that free online wordpress training was available to then. Moreover, as more time was now available.

Item 10. Defibrillators.

Item 10.a). To resolve on whether to subscribe to the Community Heartbeat defibrillator support package. (5 minutes)

10.a).1 Cllr Harding gave a costed report on the above scheme. The figure of £146.00 net of VAT was cited. Maintenance could be covered over the 4 year contract. There is the advantage of long-term savings from this, as well as less liabilities upon the council regarding maintenance obligations.

10.a).2 Cllr Fowke raised the idea that extra funding could be gained via grant applications, and this would likely be needed if the service was to be expanded to the nearby water works owned by Severn-Trent. This would need to be included into the next meeting's agenda and reported back on.

10.a).3 Proposed: Cllr Harding. Seconded: Fowke.

Resolved: To subscribe to this defibrillator support package.

Item 10.b). To resolve on organising the agreed training for VETS volunteers and to obtain possible dates from Community Heartbeat and from the volunteers. (5 minutes)

10.b).1 This would be undertaken and its successes would be reported back to the council.

Item 11. To discuss the Wildlife Corridors initiative and consider how the Parish Council can be involved further and can engage with the community on this. (10 minutes)

11.1 There was nothing to report and this would be deferred to the next parish meeting as Cllr Eastabrook was away.

Item 12. To consider and resolve on any action to be taken regarding vehicles damaging the green in Brand Green. (10 minutes)

12.1 There were reports received by the council on the verge being used as a carpark. To prevent this, plastic bollards may have to be installed to prevent this. This would need to be investigated further by Cllr Rawson and reported back on.

Item 13. To receive an update on the arrangements for the Diamond Jubilee celebrations in June and to resolve on any additional events. (10 minutes)

13.1 The Chairman read out a letter from the oldest resident in the parish, a gentleman in his late 90s who will be guest of honour at the jubilee. The date and time of this event was reiterated and further ideas would be welcomed.

Item 14. Statutory meetings:

Item 14.a. To agree the date in May 2022 for the AGM of the Parish Council. (5 minutes)

14.a).1 It was agreed that the AGM would be held on May 30th 2022.

Item 14.b. To agree the date for the Annual Parish Meeting and consider its format and agenda. (5 minutes)

14.b).1 It was agreed that the Annual Parish Meeting would be held on June 8th 2022.

Item 15. Expenses payments:

Item 15.a. To resolve on payment of £29.98 to Cllr Eastabrook, after inspection of receipts. This was in relation to the purchase of commemorative plaques for the jubilee events.

15.a).1 Proposed: Cllr Harding. Seconded: Cllr Rawson.

Resolved: to authorize the above payment.

Item 15.b. To resolve on payment of £3.23 to the Clerk after inspection of the receipt. This was in relation to postage costs.

15.b).1 Proposed: Cllr Rawson. Seconded: Cllr Harding.

Resolved: to authorize the above payment.

Item 16. Any other business. (3 minutes)

None.

Forum:

Cllr Bulford informed the council that he had deferred his vote on the District Council's budget. This was due to concerns over the excessive vanity projects at the expense of the council's statutory obligations. The local plan was also reported to be progressing slowly.

Cllr Mosley reported that there were significant closures of care homes across the county due to insufficient resident numbers and low standards. The local bus routes of the 132 and 32 would be facing reductions with services as well due to a contraction in funding. She reiterated that Covid recovery grants were still available for submission.

The meeting ended at 8.30 pm.

Pauntley Parish Council Clerk contact information:

**Whitecliff house
Newland street
Coleford
GL16 8NB
Gloucestershire.**

Signature:

Date: