

Parish Council Minutes

Wednesday 20th May 2015

Sevenhampton Parish Council Minutes of a meeting of the Parish Council

held on Wednesday 20th May 2015

In the Reading Room, Rhodes Memorial Hall Brockhampton

Present: Bill Jenkin, Lynne Jackson, Gordon Day, Harry Boyd, Matthew Cain, Tex Cook (after item 1) and 2 parishioners

In attendance: Paul Hodgkinson (Glos County Councillor), Robin Hughes (Ward Councillor)

At his specific request due to time constraints Leslie Agius addressed the meeting regarding item 2(c) of the Agenda. He stated that he had nearly completed compilation of the evidence that was required of users of the Alley and needed a decision as to whether the parish council would be taking the matter on. It was agreed that a special meeting would be convened rather than wait until the next scheduled meeting in July. Cllr Gordon Day had the land registry documents already and he would do a letter of support from the parish council.

The outgoing Chairman then addressed the meeting, giving thanks for the councillors' and Clerk's support during the last session. Tex Cook joined the table and the new councillors signed the Acceptance of Office book and forms. The Clerk then asked for nominations for Chairman and Vice Chairman. It was proposed by Gordon Day, seconded by Harry Boyd and **RESOLVED** that Lynne Jackson would take over the Chairmanship and proposed by Lynne Jackson, seconded by Matthew Cain and **RESOLVED** that Bill Jenkin would be Vice Chairman of the new Council.

1. a) **Apologies and Declarations of Interest:** There were no apologies for absence and Matthew Cain declared an interest in any discussion on The Alley.
b) **Minutes:** The Minutes of the meetings held on 18 March and 14 April, having been circulated, were approved and signed as a true record of proceedings.
2. **Matters arising:**
 - a) **Bakers Wood resurfacing update** – the work would be carried out during June. The Clerk will contact Bob Skillern to confirm the gully would be put in first.
 - b) **Parish Clerk vacancy update** – following an interview day with two candidates Di Cook had agreed to take over the Clerk's position from 01 July – there would be a handover period. The Chairman and new Clerk would meet shortly to discuss terms.
 - c) **The Alley update** – following the distribution of the minutes of the 14 April a comment had been made about the lack of a declaration of interest from Cllr Matthew Cain. Because of this the Clerk had sought advice from the CDC Legal team about the procedure of this meeting regarding declarations of interest. It was confirmed that Cllr Matthew Cain, as an adjoining landowner, Cllrs Gordon Day and Harry Boyd as Village Hall Committee members and all users of the Alley who were involved with the parish council should have declared "an Other" interest but all except Cllr Cain would be eligible to vote. The vice-chairman stated that Cllr Cain should not be held to blame in any way. In the case of a formal complaint being received the matter would be referred to the Monitoring Officer at CDC.

3. **Co-option of Councillor:** As long as co-option takes place within 35 days of the election there is no need for advertising and Di Brown has expressed her interest in returning to the Council.
4. **The Way Forward 2015-20** – this was updated by removing the telephone wires objective and would be circulated to the Parish Council. The Council's Standing Orders and Financial Standing Orders were reaffirmed for the year.

5. **Financial:**

a) Period 1 2015/16:

Payments – Jenkin VL copying £32.60; Jenkin domain renewal £21.59; Hall hire £10.50; Local council review sub £17.00.

Receipts – 1st instalment of the precept £3750.00.

Balances: Barclays a/c £8877.24 and Leeds (Way Forward) £7474.42.

b) Accounts 2015/16

The Annual Financial Report and Statement of Governance were discussed, having been audited by Iain Selkirk, the internal auditor. There were no matters to draw to the attention of the Council and the papers would now be forwarded for external audit to Grant Thornton. A copy of the Receipts & Payments Summary would be circulated to Councillors for their retention. Cllr Gordon Day requested that the transfer of the sum of £1000 into the Way Forward in January every year be brought forward as the Leeds account was interest bearing.

6. **Planning:** Benshill – residential development of part of barn and East Lodge – porch and boot room – passed. The garden shed at Brockhampton Lodge – pending.
Cllr Robin Hughes agreed to mention the problems with the Planning website to Kevin Field.
Paul Hodgkinson agreed to mention the problem with the signage for roadworks with the contractors and the Clerk agreed to uplift the signage parts left after the Coln bridge renovation and return to Amey when they start Baker's Wood Lane.
7. **Date of next meeting:** 15 July 2015. However, an extraordinary meeting would be convened for 03 June to discuss further 2 (c) above and "to consider the terms of the letter of support" in respect of the application to vary the PROW within the parish and any other items carried over from this Annual meeting including the co-option. The Chairman thanked all those for attending and closed the meeting at 9 .10pm.