

Sevenhampton Parish Council

Minutes of the Parish Council Meeting held on Wednesday 21st November 2018

Present: Cllrs. Lynne Jackson (Chairman), Bill Jenkin (Vice Chairman), Gordon Day, Harry Boyd, Emma Lanfear

In Attendance: Diana Cook (Clerk), County Cllr. Paul Hodgkinson,

1. **Apologies:** Cllr. Richard Foulkes, Ward Councillor Robin Hughes.
It was announced that, with regret, Cllr. Matthew Cain has resigned from his position as Councillor
2. **Declarations of Interest:** None received
3. **Questions & Answers:** It was asked if a replacement for Cllr Cain should be advertised. It was explained that as there is less than 6 months before Council elections there was no legal requirement to replace the vacant position.
4. **Minutes of Previous meeting:** The Minutes of the previous meeting held on September 19th 2018, having been circulated & published, were approved and signed as a true record of proceedings.
Matters arising: Discussion of Interest savings accounts were moved until after Item 5.
5. **Talk re Natural Flood Management (NFM)**
Information was given about methods of controlling levels of water in the upper catchment areas in order to help prevent flooding further down the paths of water courses. Close work with farmers (including those within this parish) to encourage the implementation of these methods was being undertaken. These methods may involve:
 - Avoidance of bare soils (thus decreasing water run-off), especially by rotation crops and introduction of legume & herb lays.
 - Planting hedgerows and trees, especially across contours.
 - Installation of 'Leaky Wood Dams' - effective during high water levels but which don't restrict low level flow.
 - Attenuation ponds
 - Management of verges and ditches – to reduce run-off. Funding being sought to reward farmers who address this issue.

The Council were asked to advise the NFM of flooding issues that may occur.

Action: All

County Councillor Paul Hodgkinson was invited to address the meeting.

He noted that there had been many road improvements in the area, eg A40 (Nr Dowdeswell), A46 to Air Balloon, Top Road (above Brockhampton)

The recycling centre at Fosse Crosse is now closed on Tuesdays with reduced hours of opening over the winter months (10am – 4pm), which will revert to 9am-5pm in the Spring.

Cllr Hodgkinson advised of a universal proposal, prompted by government, for Fire Services to be governed by the Police & Crime Commissioners (PCCs). Some areas in the country have already rejected proposals, whilst others have accepted it. At present Glos. County Council govern the

service locally but Martin Surl (PCCO) is consulting on this matter until 21st December. The proposal is unsupported by Cllr Hodgkinson and Parish Council members were encouraged to complete the survey.

Action: All

The old A40 to Northleach is due to re-open next Spring, although width will be restricted in places. Cllr Hodgkinson was asked about the temporary traffic speed signs on the A40 approaching Dowdeswell trading estate. He will make enquiries on the matter.

Although Cllr Hughes was absent, he forwarded information on a CDC proposal to suspend the collection of green waste over the winter months. It was unclear as to whether this included kitchen waste or not and further clarification is requested. The Council were not in favour of this reduction in services, especially as users of the service pay for a 12 month service & food waste and green waste are combined upon collection.

Action: Clerk

Item 4c: Matters Arising: Interest savings Accounts

The Council's current savings account (Leeds BS) only offers 0.01% interest. Upon enquiry, the Clerk reported that whilst Building Society 'instant access savings accounts' offered higher interest rates than banks (eg Coventry BS 1.15% & Nationwide BS 0.75%), they could not offer accounts requiring two or more signatures. Such an account is offered by Barclays Bank (who hold the Council's current account) but it only has an interest rate of 0.2%.

The Clerk was asked to make further enquiries in particular with TSB and report back at the next meeting.

Action: Clerk

6. Grass cutting specifications

Having been circulated prior to the meeting these were approved. Advertisements for next year's tender would be placed in January.

7. Safeguarding of amenities under the Localism Act

Council addressed this issue briefly but asked for it to be deferred until the next meeting.

8. Clerk vacancy & recruitment

Applications for the position of Clerk had been circulated prior to the meeting. It was agreed that Cllr Jackson & Cllr Day would conduct the interviews with the current Clerk being present.

Depending on meeting room availability, these would be held on December 14th / 17th. Candidates would be asked to attend once date was verified.

Action: Clerk

9. Council use of hall's annex room (former Post Office)

It was noted that if this room was to be used by the Clerk as an office it would have to be secure and used exclusively for that purpose due to the confidential information being held.

It was advised that installation of wi-fi into the hall would cost approx. £400 with a similar annual running cost. The hall committee did not want wi-fi and, if it was to be installed, then the Council would have to meet costs.

It was also noted that the new advertisement for a Clerk offered working from home as a benefit. With these considerations, no final decision was made.

10. Clerk's report.

- a. Police report – previously circulated, no comments. (Addenda 1)
- b. Deterioration of Notice Boards.

The Clerk summarised the state of repair of four notice boards - Church Lane / The Quarry / Lower Sevenhampton / Bus stop. Apart from the latter, all showed signs of deterioration,

some more hazardous than others. The Clerk was asked to contact local resident, Mr Box, to organise their repair/refurbishment at an appropriate time. It was also noted that funding may be available through the Show Committee and they would be approached before their next meeting on 22nd January 2019 **Action: Clerk**

- c. Council were advised of the increase in GAPTC subscriptions and how they are calculated. Reductions are made if a council participates in the *Local Council Award Scheme* or if the Clerk holds the CILCA qualification
- d. Old A40 – previously discussed
- e. Mid-term audit was completed and accounts were approved with no complications.
- f. Clerk reminded Council that at present the laptop's *Microsoft Office* software was being provided by privately and not by Council. Use would be withdrawn when Clerk leaves post and at the moment the cost of purchase was on offer for £60 (usually £80).
- g. Cotswold District Council (CDC) still have funding available for WW1 commemorations (eg provision of benches).

11. Financial Matters

Discount Domains annual fee of £119.99, which has to be paid electronically, was approved. Annual renewal of Clerks & Councils Direct periodical was approved (£12) Financial update for Period 4 and budget analysis, having been previously circulated, were approved. (Addenda 2)

12. Planning Matters

There was no objection to the two current planning applications 18/04128/LBC & FUL and 18/03797/FUL. Clerk will notify CDC.

Action: Clerk

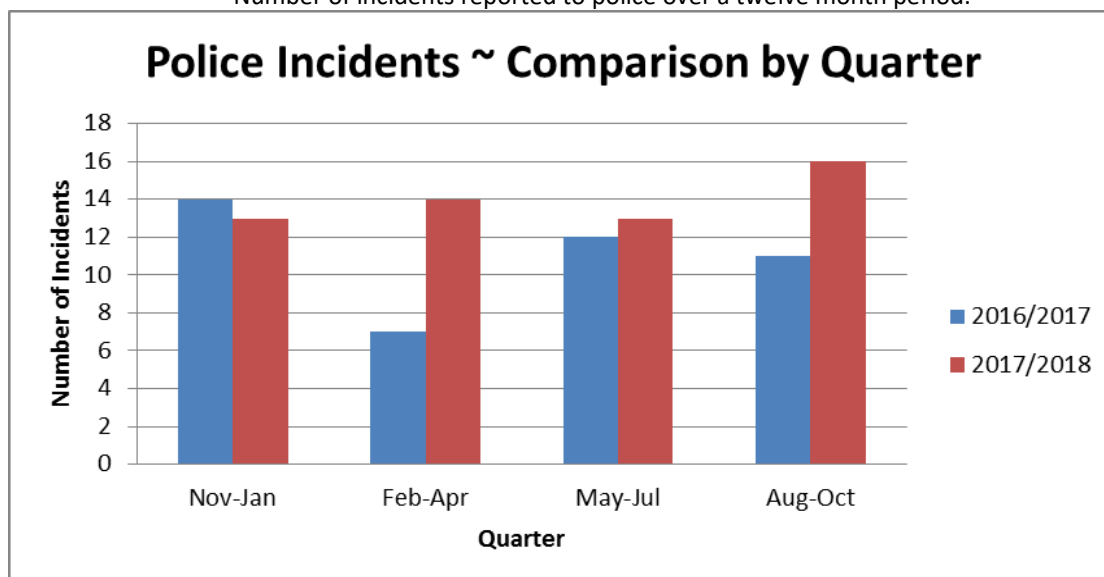
13. Date of Next Meeting: This was confirmed as Wednesday 16th January 2019

The Chairman closed the meeting at 9pm.

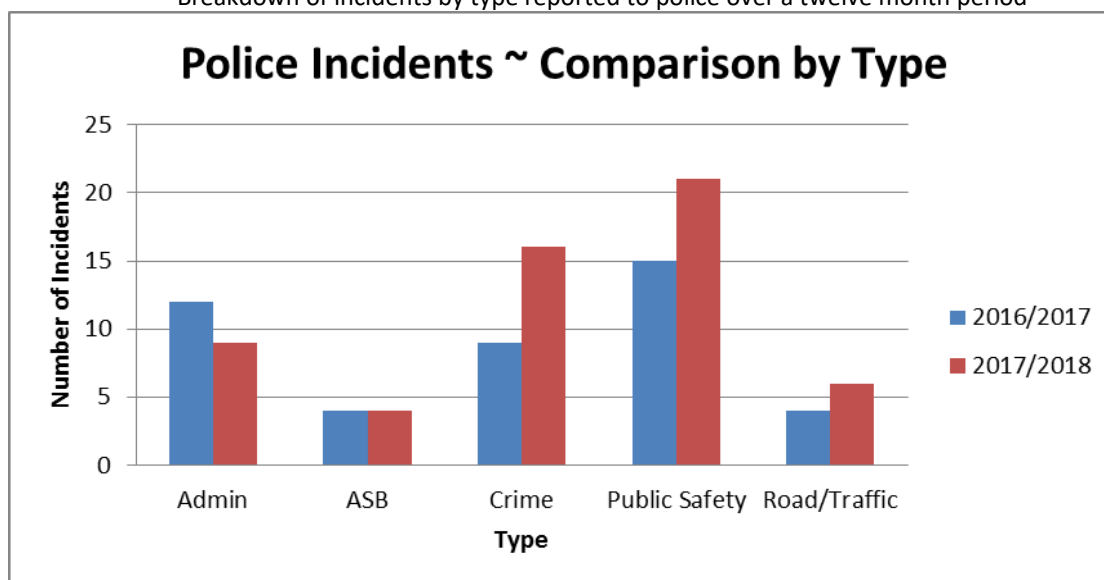
Addenda 1 – Local Police Report

Sevenhampton ~ November 2018

Number of incidents reported to police over a twelve month period:



Breakdown of incidents by type reported to police over a twelve month period



Breakdown of incidents related to crimes dealt with by police over a twelve month period:

Crime Related Incident	2016/2017	2017/2018
Burglary dwelling	0	4
Crime - other	0	1
Criminal damage	3	2
Fraud/forgery/deception	1	1
Theft - other	1	4
Theft from motor vehicle	1	1
Theft of motor vehicle	1	1
Violence against the person	2	2
TOTAL	9	16

SEVENHAMPTON PARISH COUNCIL					
FINANCIAL UPDATE PERIOD 4 (OCT/NOV 2018)					
Barclays Bank Account					
Opening Balance		£12,335.40			
<u>Receipts</u>		£	<u>Payments</u>		£
<u>Date</u>			<u>Date</u>		
			11.10.18	M J Lewis (4th cut)	90.00
			21.11.18	D Cook (Dis. Domains	119.99
			21.11.18	Communicorp	12.00
TOTAL		-			£ 221.99
Closing Balance		£12,113.41			
Leeds Building Society - Way Forward					
Opening Balance		£10,968.62			
<u>Receipts</u>		£	<u>Payments</u>		£
<u>Date</u>			<u>Date</u>		
TOTAL		-			-
Closing Balance		£10,968.62			
TOTAL BALANCES =		£23,082.03			

On-going Budget Analysis

	Section powers	Actual 2017/18	Budget 2018/19	Actual to (21.11.18)	Budget 2019/20	Comments
BARCLAYS		(inc. VAT)		(inc. VAT)		
Expenditure						
Clerk's Salary/NI/Pension	LGA s.112(2)	2,831.03	3,200.00	1,471.20		SCP 18, 25hrs/mth
Petty Cash purchases	LG(FP)A s.5	82.97	200.00	239.36		Post, sundries, 2xbins
Office costs	LGA s.111	208.00	208.00	104.00		£4 / week
Office equipment/supplies	LGA s.111	109.99	180.00	102.96		McAfee/Inks/Paper etc
Chairman's Allowance	LGA s.15(5)		30.00			
Subs and Publications	LGA s.143	318.28	220.00	65.00		GAPTC/Mapping/NALC
Council Insurance	LGA s.140(1)	216.50	250.00	216.50		Due 1st June
Good Neighbourhood Ins.	LGA s. 140A	215.85	230.00			Due Dec/Jan
Grass Cutting	HA s.96	410.00	600.00	360.00		M J Lewis
Travelling Expenses	LG(FP)A s.5	74.25	100.00	9.45		Inc. Bournemouth '16
Website fees	LGTC	254.38	120.00	135.58		D.Domains de-hack inc
Training	LGA s.111	220.00	250.00			CPD,GAPTC,Website
Way Forward (Reserves)		1,000.00	1,000.00	1,000.00		Internal Transfer
Grants and Donations	LGA s.4, s.137	100.00	100.00			Cit.Advce
Contingency	Varies	273.48	117.00			
Public Land management	CA s.5	180.00	350.00	395.92		Provision of grit bins
Printing, Village Live etc	LGA s. 142(1A)	113.60	120.00	96.00		W Jenkin
Hall hire	LGA s.134(4)	35.25	60.00			for Nov '16-Nov '17
Data Protection (ICO)		35.00	35.00			
Independent Auditor Fees	LGA s.111	80.00	80.00	90.00		I Selkirk
Total		6,758.58	7,450.00	4,285.97		
Receipts						
Precept		7,000.00	7,000.00	7,000.00		Precept , final pay Sept
Southern Electric Wayleave		21.08	21.00	21.08		
Produce Show		21.60	400.00			Winter provisions
VAT Refund		160.17	29.00			
Grants		400.00				
Other		1,005.60		114.98		Oil fund for grit bins
Total		8,608.45	7,450.00	7,136.06		
LEEDS B.S. (Way Forward)						
Expenditure						
Way Forward (Reserves)						Churchyard project
Total						(Materials & labour)
Receipts						
Way Forward (Reserves)		1,000.00	1,000.00			From Barclays a/c
Grants PCC (Churchyard)						from Parochial CC
Interest		9.69	5.04			Building Soc.
Total		1,009.69	1,000.00			
LGTC = Local Government Transparency Code 2015						
LG(FP)A = Local Govt.(Financial Provisions) Act 1963 LGA = Local Govt. Act CA = Commons Act HA = Highways Act 1980						