**SEVENHAMPTON PARISH COUNCIL**

**Draft Minutes of meeting**

**held at Brockhampton Village Hall**

**on March 20th 2023 at 7.45pm**

|  |  |
| --- | --- |
|  | **Welcome** |
|  | Attendance recorded as Parish Councillors’ **Lynne Jackson, Harry Boyd**, **Bill Jenkin**, **Joanna Ruddock** **Emma Lanfear,** **Matthew Cain** and **Gordon Day**. Members of the public |
|  | Apologies received recorded County Councillor Paul Hodgkinson and District Councillor Robin Hughes |
|  | Declaration of Interest for matters on the agenda were invited- Parish Councillors Day, Cain (steering group), Cllrs Lanfear, Ruddock, Boyd (supporters) in the Save the Pub Group |
|  | Public Participation was invited- none |
|  | Council noted update on assets of community value application in respect of the Craven Arms  District Council has validated the application and is contacting the current owner (legal process) |
|  | Council considered email received from Save the Pub group requesting a donation along with supporting information (as distributed via email) Parish Councillors Day & Cain declared an interest and took no part  Councillors Lanfear, Ruddock, Boyd, Jenkin (having declared an interest) took part in a discussion and along with Cllr Jackson all agreed  Using s137 Council agreed to donate £264 to cover Plunket foundation fee and IT email platform costs (vire from other budget accounts which are surplus- Cllrs Expenses/Travel & IT costs) – Proposed /seconded and agreed |
|  | **Council noted update from County Councillor Hodgkinson via email** |
|  | **Council noted no report received from District Councillor Hughes -** |
|  | Minutes of the previous Parish Council Meeting held on 16th January 2023 approved  **Emergency plan to be cfwd and to consider emergency wardens from different areas of the village** |
|  | **Council noted updates on election available on**  [Current and future elections - Cotswold District Council](https://www.cotswold.gov.uk/about-the-council/elections-and-voting/current-and-future-elections/)  **Nomination papers available from** [parish-town-nomination-paper-pack.pdf (cotswold.gov.uk)](https://www.cotswold.gov.uk/media/vzwhk53l/parish-town-nomination-paper-pack.pdf)  The notice of election starts the process for the receipt of nominations.  These must be hand delivered to the Council Offices, Trinity Road, Cirencester, GL7 1PX  The candidate can ask another person to deliver their nomination papers for them and one person may deliver more than one set of nominations.  The office will be open from 9am until 5pm from Monday 20 March until Monday 3 April and then from 9am until the deadline of 4pm on Tuesday 4 April.  **The deadline for delivery is 4pm on Tuesday 4 April.** |
|  | **Council approved the payment list as discussed-**  **expenses £17.74**  **salary underpayment £48.00**  **HMRC £127.20 to feb 23**  **Zurich -** Sevenhampton Good Neighbourhood Scheme (tbc) |
|  | **Council noted that a periodic review of bank account is being undertaken and whilst the Clerk has given all the information required & Councillors have been contacted** |
|  | ****Council noted**** Consultation on Cotswolds National Landscape Draft Revised Neighbourhood Plan Position Statement (as distributed via email) |
|  | **Council noted & considered updates on Highway matters to be referred to Highways**  **“report it” facility highlighted** |
|  | **Council noted no Defibrillator updates at this time** |
|  | **Council noted & considered planning application updates**  **Re-modelling and extension of the existing dwelling, and construction**  **of a detached garage at Wychwood Brockhampton 23/00128/FUL- Councillors noted response from member of the public and confirmed that there were no objections therefore Clerk was instructed not to make a comment**  **Erection of garden office at Quarr Cottage -** **23/00012/FUL- permitted**  **Cllr Boyd read out a list of those applications decided/outstanding** |
|  | **Council confirmed its next meeting is scheduled for 15th May 2023 in line with legal requirements in an election year.**  **Council gave a vote of thanks to Councillors who were not standing for re-election**  **Next agenda website.** |
|  | **Meeting closed at 20.14** |

**GRANT REQUEST**

The Steering Group approach to date and for the immediate future is to only spend on items deemed necessary to further the cause of Save Our Pub and to deal with immediate and short term known, quantifiable issues rather than hypothesising on what may happen in the medium term and possibly incur expense unnecessarily.

The Steering Group are extremely fortunate to have discovered among the campaign supporters a diverse set of highly skilled individuals who have been willing to offer their time, skills & services free of charge and in some cases ask for favours from their network of personal and business contacts.

All expenditure to date has been covered by individuals voluntarily.

|  |  |  |  |
| --- | --- | --- | --- |
| **Item** | **Spent** | **Committed** | **Forecast (not committed)** |
| **Companies House**  Registration Fee | £12 | - | - |
| **MJD Hughes**  Appraisal & Valuation Services | - | £1,800 | £1,200 |
| **The Plunkett Foundation**  Membership Fee (one year) | - | £240 | - |
| **Design & Printing**  Leaflets, posters and 6 roadside banners | £470 | - | - |
| **Information Technology**  Email platform (6 months) | £24 |  | £120 |
| **Sui Generis Advice**  Barrister Fees | - | - | £2,000-£3,000 |
| Contingency | - | - | £500 |
| **Totals** | **£482** | **£2,040** | **£3,820 - £4,820** |

Not included in the above are examples of individuals giving their time, skills and services free of charge and the 13 individuals who paid for additional roadside banners:

• Website domain name registration & hosting.

• 13 roadside banners @ £28.80 each.

• Planning Consultant strategic advice.

*January 2023 (version 2)*