

SEVENHAMPTON PARISH COUNCIL

Agenda of the Parish Council Meeting to be held via zoom on **Monday January 18th 2021 at 7.30pm – zoom link**

<https://us05web.zoom.us/j/85214020615>

1. **Welcome by Chairman**
2. **Attendance and accept apologies for absence to be recorded.
Parish Councillors' Lynne Jackson, Harry Boyd, Gordon Day, Bill Jenkin, Emma Lanfear, Mathew Cain and Joanna Ruddock. County Councillor Paul Hodgkinson
District Councillor Robin Hughes**
3. **Public Session at the discretion of the Chairman.**
4. **Councillors to be invited to make Declarations of interest in any item on the agenda**
5. **Council to approve the minutes from the last Council meeting and consider matters arising other than those stated below as agenda items:**
6. **Council to note Clerk has requested an update on dog-bin in Sevenhampton from District Council (original information submitted November 2020)**
7. **Council to discuss defib update.**
8. **Reports from County and District Councillors**
9. **Council to discuss speed issues**
 - a) **Request for lower speed limit from resident GS as distributed via email**
 - b) **Correspondence from PM 20pmh schemes**
10. **Council to discuss updates on any Drainage/flood issues**
11. **Council to discuss Highway issues**
 - a) **Church Lane (kerbs)**
 - b) **Trees (correspondence from KB)in Church Lane**
12. **Council to discuss Ash Die Back project as distributed via email**
13. **Financial Matters**
 - a. **Presentation of financial reports as attached**
 - b. **To agree payment list as attached**
 - c. **To agree budget for 2021/22**
 - d. **To note that CDC has collected £7.01 of Neighbourhood CIL funds which will be paid to the Parish Council (see note attached)**
14. **Council to discuss updates on “village dates” newsletter**
15. **Council to discuss WhatsApp groupd**
16. **Planning matters -applications received as distributed via email.**
 - a) **Court Cottage correspondence from resident NB as distributed via email**
 - b) **20/04491/TCONR – 23/12/20 Trees at East Lodge Brockhampton**
 - c) **20/04556/TCONR – 21/12/20 Trees at The Old Stables, Sevenhampton**
 - d) **20/04200/TCONR – 04/12/20 Trees at Park Cottage Brockhampton**
 - e) **20/03929/TCONR – 17/11/20 Trees at 52 Sevenhampton**
17. **To agree date, time and format of next Council meeting- Monday 15th March 2021 at 7.30pm via Zoom**
18. **Any other business for information purposes only and close of meeting**

SEVENHAMPTON PARISH COUNCIL

Draft minutes of the Parish Council Meeting held on Monday November 16th 2020 at 7.30pm
via zoom

<https://zoom.us/j/97410479516?pwd=d2FmQzhiS1pYeXpLdHA5YTICU0ZYQT09>

1. Welcome by Chairman
2. Attendance and accept apologies for absence recorded as Parish Councillors' Lynne Jackson, Harry Boyd, Gordon Day, Bill Jenkin, Emma Lanfear, Mathew Cain and Joanna Ruddock. County Councillor Paul Hodgkinson
3. Public Session at the discretion of the Chairman.
4. Councillors were invited to make Declarations of interest in any item on the agenda
5. Council approved the minutes from the last Council meeting and considered matters arising other than those stated below as agenda items:
6. Council noted request for dog-bin in Sevenhampton with maps/drawings has been submitted to District Council. A further email has been received asking for a map with location marked, Cotswold District Council would prefer an aerial view. Clerk has responded explaining the map with location has been already been emailed.
7. Council discussed defibrillator update. Insurance company have informed us that if the PC already own the Telephone box, the defibrillator would be covered under public liability. If Council wish to cover under all-risks policy, additional cost would be approx. £25.00: Council confirmed they own the telephone box and they would wish to cover defibrillator under all risks policy.
8. Report from County Councillor Paul Hodgkinson -focus COVID and updates on Highway issues including Northleach bye-pass and A417 missing link.
9. Council discussed updates on Drainage/flood issues.
10. Council discussed any other Highway issues
11. Financial Matters
 - a. agreed financial reports as distributed
 - b. agreed payment list as distributed
 - c. considered and after discussion agreed Precept in the sum of £8160
 - d. Council to agree budget for 2021/22 at next meeting
12. Council noted there were no updates on "village dates" newsletter
13. Planning matters -applications received as distributed via email noted
14. Council agreed the next Council meeting-18th January 2021 -
close of meeting at 20.23pm

CIL – Community Infrastructure Levy

You are allowed to combine CIL monies received over a longer period of time to save up for a larger project, however they must be spent within 5 years of receipt; any unspent monies will need to be returned to the District Council.

CIL monies should be used in accordance with the regulations and can fund:

- The provision, improvement, replacement, operation or maintenance of infrastructure; or
- Anything else that is concerned with addressing the demands that development places on an area.

CIL guide for Town and Parish Councils which also sets out reporting requirements is available. However as this is the first year Sevenhampton PC are receiving CIL funds, this will not be necessary until April 2021 at which point CDC will provide a report template.

Payments for approval

*26/01/2021	B HOLDER	so	224.30
*12/01/2021	b h expenses	100739	91.00

Working from home (Dec, Jan, Feb) £26 x 3 = £78

Mileage cheque signing £9.90

Printing £3.10

Bank reconciliations

01/04/2020	OPENING BANK BALANCE		10640.29	
	EXPENDITURE FOR PERIOD	-5499.62		
	INCOME FOR PERIOD	8028.09		
	NET EXPENDITURE		2528.47	
10/01/2021	BANK BALANCE AS ABOVE			13168.76
	BAL PER S/M	05/01/2021	13484.06	
	LESS U/P CHEQUES			
	so	224.30		
	100739	91.00		
			315.30	
			13168.76	
11/11/2020	<u>reconciled balance</u>			13168.76
Leeds BS Deposit account				12968.62
	Total bank balance			26137.38

Cash book

<u>18/09/1920</u>	<u>PAYEE</u>	<u>CHQ NO</u>	<u>AMOUNT</u>	<u>CURRENT A/C</u>	<u>CURRENT A/C TOTAL FOR YEAR TO DATE</u>
					10640.29
01/04/2020					10640.29
30/04/2020	B HOLDER	SO	224.30	-224.30	10415.99
07/04/2020	ICO	DD	35.00	-35.00	10380.99
17/04/2020	CDC	INCOME	6000.00	6000.00	16380.99
26/05/2020	B HOLDER	SO	224.30	-224.30	16156.69
29/05/2020	EXPENSES	200039	41.40	-41.40	16115.29
27/05/2020	M LEWIS	200040	95.00	-95.00	16020.29
27/05/2020	DOMAIN	200041	15.59	-15.59	16004.70
30/05/2020	COM FIRST	200042	205.68	-205.68	15799.02
21/07/2020	M LEWIS	200043	95.00	-95.00	15704.02
21/07/2020	HMRC	200044	168.00	-168.00	15536.02
21/07/2020	LEEDS BS	200045	1000.00	-1000.00	14536.02
21/07/2020	EXPENSES	200046	67.20	-67.20	14468.82
21/07/2020	I SELKIRK	200047	100.00	-100.00	14368.82
21/07/2020	DEF BATT	200048	25.90	-25.90	14342.92
21/07/2020	PATA	200049	23.25	-23.25	14319.67
17/09/2020	M LEWIS	200050	95.00	-95.00	14224.67
17/09/2020	RHODES V H	200051	67.50	-67.50	14157.17
18/09/2020	EXPENSES	200052	60.60	-60.60	14096.57
18/09/2020	HMRC	200053	168.00	-168.00	13928.57
26/08/2020	B HOLDER	SO	224.30	-224.30	13704.27
26/06/2020	B HOLDER	SO	224.30	-224.30	13479.97
26/07/2020	B HOLDER	SO	224.30	-224.30	13255.67
15/07/2020	WAYLEAVE	DEPOSIT	21.08	21.08	13276.75
10/09/2020	DISC DOMAIN	200058 62	119.99	-119.99	13156.76
10/11/2020	COUNCIL DIRECT	20059	12.00	-12.00	13144.76
10/11/2020	PATA	200060	46.50	-46.50	13098.26
17/09/2020	Y RUGGINS	200054	27.41	-27.41	13070.85
19/10/2020	P ONLINE	200056	36.00	-36.00	13034.85
09/11/2020	HMRC TO DEC	200061	280.00	-280.00	12754.85
23/09/2020	CDC	PRECEPT	2000.00	2000.00	14754.85
26/09/2020	B HOLDER	SO	224.30	-224.30	14530.55
26/10/2020	B HOLDER	SO	224.30	-224.30	14306.25
29/10/2020	CIL	receipt	7.01	7.01	14313.26
29/09/2020	M LEWIS	100737	95.00	-95.00	14218.26
02/11/2020	bholder exp	100738	60.60	-60.60	14157.66
26/11/2020	bholder	so	224.30	-224.30	13933.36
26/12/2020	bholder	so	224.30	-224.30	13709.06
09/12/2020	M LEWIS	100740	225.00	-225.00	13484.06
*26/01/2021	B HOLDER	so	224.30	-224.30	13259.76
*12/01/2021	b h expenses	100739	91.00	-91.00	13168.76

Budget against actual

	<u>BUDGET</u>	<u>ACUTAL YEAR TO DATE</u>	<u>BALANCE AVAILABLE TO SPEND</u>
budget to date			
PRECEPT	8000	8000	
CIL	0	7	7
bank interest deposit account	0	0	
inter account trans	0	1000	
wayleave	21	21	0
VAT to be reclaimed	0	0	
other receipts		0	
INCOME	8021	9028	
employment costs	3750	2859	891
contingency - repair of BT box	52	0	52
grit bins	100	0	100
hire of venue	75	68	8
subscriptions	225	48	177
training	250	0	250
insurance	480	206	274
admin/use of home	216	321	-103
reserves	1000	1000	0
S137	0	0	0
DEF COSTS	100	26	74
grass cutting	650	605	45
stationery	250	0	250
chairs allowance	30	0	30
councillors' expenses /travel	250	0	250
it costs	350	205	145
Village DATES	100	27	73
audit fees	90	100	-10
ico subs	35	35	0
Expenditure	8003	5500	3528

Budget /precept for 2021/22

budget to date	<u>BUDGET 2020/21</u>	<u>ACUTAL YEAR TO DATE</u>	<u>Budget for 2021/22</u>	<u>notes</u>
PRECEPT	8000	8000	8160	agreed at 11/20 meeting
CIL	0	7	7	
bank interest deposit account	0	0		
inter account trans	0	1000		
wayleave	21	21	21	
VAT to be reclaimed	0	0		
other receipts		0		-
INCOME	8021	9028	8188	
employment costs	3750	2859	3825	allows for 2% increase
contingency - repair of BT box	52	0	52	
grit bins	100	0	100	
hire of venue	75	68	75	
subscriptions	225	48	225	
training	250	0	250	new councillors
insurance	480	206	480	allows for increase in all risks
admin/use of home	216	321	432	use of home and printing
reserves	1000	1000	1000	leeds bs
S137	0	0	0	
DEF COSTS	100	26	100	is this enough
grass cutting	650	605	650	
stationery	250	0	250	is this still needed
chairs allowance	30	0	30	
councillors' expenses /travel	250	0	250	is this still needed
it costs	350	205	350	is this still needed
Village DATES	100	27	100	village dates
audit fees	90	100	120	
ico subs	35	35	35	
Expenditure	8003	5500	8324	
contingency/balance				
EXPENDITURE TO DATE TOTALS	18	4890	136	under provided