

Badgeworth Parish Council

Clerk: Mrs. H. L. Jones | 07840073143 | badgeworthpc@outlook.com

MINUTES

Minutes of the meeting held on 24th March 2016 at Witcombe & Bentham Village Hall at 7.30pm.

Present:

Cllrs. Chris Haines MBE (Chairman), Max Bruckshaw, Nigel, Cottell, David Hitchcock, Jim Hunt, Jill Jones

Clerk: Mrs. H Jones

County & Borough Councillor R. Vines

1. **Apologies** – were received from Mike Howe and Dr. Helen Makins
 2. **Declaration of Interest** – there were none.
 3. **The minutes of the last meeting** were agreed as a true record and signed
- Matters arising**
- a) **Mail box for Badgeworth Village Hall** – Cllr Cottell had purchased a box for under £20.
 - b) **Footway, Brookfield Road** – County Highways have stated that a new footway needs to be assessed as a stand-alone improvement scheme. It will continue to be priority assessed but does not fare well in assessment compared with other scheme that are vying for the same money. It was agreed that County Highways should be informed that the Parish Council continues to push for this improvement.
4. **To Receive a Report from the County and Borough Councillor.**
 - 16/00034/FUL Change of use of land for 2 traveller pitches, 2 mobile homes, 2 utility day rooms and 2 touring caravans for nomadic use only adj. to Rudgeley House Badgeworth had just been refused by TBC using delegated powers.
 - The Boundary Commission had commenced work on TBC wards and formal consultations would start in the summer
 - Council Tax for GCC and TBC had been raised taking into account central government limits
 - The proposals for creating a unitary authority out of Cotswold and West Oxfordshire District Councils would raise many issues.

5. Planning

- a. **16/00209/FUL Brooklyn, Main Road, Shurdington.** Subdivision and alteration of existing dwelling to create 1 no. additional dwelling. It was agreed that no objection would be made provided that County Highways were satisfied with the access arrangements.
- b. **Appeal - 15/01139/FUL - The Willows Bamfurlong Lane Staverton** Cheltenham. Non determination within 8 weeks. It was agreed to re-state the objections to the Planning Inspectorate.
- c. **16/00274/FUL Erection of three detached dwellings and associated works, Fortitude Birdlip Hill -** This planning application had been received after the publication of the agenda. In view of the deadline for response it was agreed that an interim reply be given. In view of the similarities with 15/01188/FUL the comments on this application would be submitted.
- d. **To note the decisions of the Planning Authority:**
 - 15/01258/FUL Removal of old hedge and fence to road-facing boundary and installation of new fence, new gate and new hedge planted. **Roseware Cottage, Badgeworth Lane. PERMIT**
 - 16/00059/FUL **Kendry Orchard, Cold Pool Lane.** Single storey extension. **PERMIT**
 - 16/00090/FUL **Waterside, Little Shurdington** Demolition of existing kitchen, link to garage and conservatory. Erection of side/rear extension and conversion of existing garage. Installation of solar panels. **PERMIT**

6. Transparency Code & Website

- a) a link to the draft of the website had been circulated. Comments were made relating to fonts, photos and other issues. Cllrs Hitchcock and Cottell undertook to supply the Clerk with local information for use.
- b) An extra £242.55 from the Transparency Fund had been awarded

7. Finance

- a. **To receive quotes and appoint Independent Internal Auditor** – 2 quotes had been received by the Clerk. Cllr Hitchcock proposed, and Cllr Cottell seconded the proposal that the GAPTC full independent internal audit be used at a cost of £150, which was agreed.
- b. **Expenditure update** – The Clerk to presented an update of income & expenditure in relation to the agreed budget which was accepted. (see appendix)
- c. **Disposal of assets** – it was agreed that the old desktop computer would be disposed of safely. The small laptop would be advertised locally for sale.
- d. **Donations Policy** – a revised donations policy had been circulated and was agreed. A form would be designed for all applications. Policy and form would be put on the website.

- e. **To authorise payment and issue cheques:** Payments were agreed and cheques issued for £20 to GAPTC for Clerk's Training, £120 to Badgeworth Village Hall for hall hire x 8. £33.38 reimbursement of Clerk's expenses.
- f. **Clerk's Pay** – of £484.90 was authorised and cheques issued.

8. Miscellaneous

- a) **Witcombe & Bentham Village Hall: to receive a request from the Management Committee for Parish Council funding and support to improve the signage to the Village Hall.** Cllr Hunt proposed that the Parish Council give a donation of £350 to Witcombe & Bentham Village Hall towards the cost and erection of the signs and this was seconded by Cllr Jones. W&BVH would take all responsibility for the signs and the donation would be given once the signs were ordered.
- b) **Allotments – to report back on a meeting held at the allotments between Cllr Bruckshaw, the Clerk and a tenant. To arrange an informal working party to discuss the issues raised before any proposals are made:** After a lengthy discussion it was agreed that there would be an informal meeting of an Allotment working party, to discuss longer term issues. With regard to a specific request from one allotment holder Cllr Haines proposed, and Cllr Jones seconded the proposal that they are able to replace 2 redundant structures/sheds with like for like. A vote was taken with Cllrs Haines, Jones, Cottell and Hitchcock voting in favour and Cllrs. Bruckshaw and Hunt voting against, with the proposal agreed.

9. Reports - none

10. Ward Reports - none.

The next meeting would be held on Tuesday 19th April at Badgeworth Village Hall.

The meeting closed at 21.37pm

Signed.....

Dated.....

APPENDIX

Expenditure Update to year end March 2016				
Budget Heading	Budgeted amount	Expenditure to date	% spent to date	Notes
PAYE/SALARY	£5,535	£6,029	109%	Appointment of new Clerk and need for overlap
HOME OFFICE/STATIONERY	£360	£342	95%	
GENERAL ADMIN/EXPENSES/PAYROLL	£600	£230	38%	
GRASS CUTTING	£2,350	£1,570	67%	Some invoices outstanding which will be paid in next financial year
ROOM HIRE	£200	£180	90%	Invoice for W&BVH outstanding
SUBSCRIPTIONS	£300	£403	134%	GAPTC subs.
INSURANCE/LEGAL/ACCOUNTS	£1,200	£1,071	89%	
DONATIONS	£350	£600	171%	
ELECTION FEES	£200	£0	0%	
MAINTENANCE	£320	£0	0%	
OTHER/CONTINGENCY	£300	£1,409	470%	Includes planning consultant fees - Domes application, Village Hall project co-ordinator, purchase of mobile phone. Purchase of laptop etc. covered by Transparency fund (330% of budget spent if transparency fund is taken into account)
TRAINING	£150	£50	33%	
FOOTPATHS	£110	£0	0%	
PARISH PLAN	£200	£0	0%	
VAT (to be reclaimed)	N/A	£98		
TOTAL	£12,175	£11,981	98%	