

Badgeworth Parish Council

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

MINUTES

Minutes of the meeting held on 26th May 2016 at Witcombe & Bentham Village Hall at 7.30pm.

Present:

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

County & Borough Councillor Robert Vines

2 members for the public.

Clerk: Mrs. H Jones

15 Minute period of time set aside between 7.30pm and 7.45 pm for Members of the public to raise questions:

Speeding in Little Witcombe – see item 11. Allotments – some concerns were raised. The Parish Council Allotment Committee/Working Group would be looking at the issues shortly.

1. **Apologies** – had been received from Jim Hunt and Helen Makins
2. **Declaration of Interest** – there were none.
3. **Election of Chairman and signing of acceptance of office** – Cllr Hitchcock nominated Chris Haines as Chairman and was seconded by Jill Jones. There being no other nominations, Chris Haines was elected.
4. **Election of Vice Chairman and signing of acceptance of office** – Mike Howe proposed Nigel Cottell as Vice Chairman and was seconded by Max Bruckshaw. There being no other nominations Nigel Cottell was elected.
5. **Code of Conduct** – had been circulated and was adopted.
6. **To confirm the minutes of the last meeting and deal with Matters Arising not included as an agenda item** – the minutes of the meetings held on 19th April and 3rd May 2016 were agreed and signed.
7. **Report from the County and Borough Councillor** – points of note included:
 - The plan by Cotswold District Council to break away from Gloucestershire had been scrapped
 - The devolution bid was progressing very slowly
 - Cllr Vines had been re-elected as the Leader of Tewkesbury Borough Council

8. Planning

- 16/00301/FUL The Willows, Bamfurlong – Withdrawn
- 16/0039/TWREG3 – Temporary classroom at Shurdington Primary – no objections were raised by the Parish Council
- 16/00274/FUL – 3 dwellings at Fortitude, Birdlip Hill. No decision yet by TBC but recommended for refusal.
- Joint Core Strategy – the report of the inspector had been released and careful examination of the points made would be needed.

9. Transparency Code & Website –

- a. The website had now been developed but the Clerk would need some time to update the latest information. <http://www.badgeworthparishcouncil.org.uk/>

10. Finance

- a. **End of year bank reconciliation and internal audit checks** had been carried out and checked by Cllr Hitchcock.
- b. **Independent Internal Audit** - The report of the Independent Internal Auditor was received and it was noted that many of the requisite changes had already been carried out by the Parish Council since the appointment of the new Clerk. The Clerk and Parish Council would continue to carry out the changes necessary.
- c. **Accounts 2015-16** – Cllr Howe proposed that the annual accounts be approved, this was seconded by Cllr Cottell and unanimously agreed. The accounts were signed (attached).

It was agreed that £19.80 petty cash shown in previous accounts be written off.

Annual Return: The Clerk outlined the problems in submitting a complete Annual Return to the External Auditor because of inadequate records having been handed over. The Clerk informed Councillors that there could be consequences of submitting an incomplete return. It was agreed that the annual return would be submitted incomplete with an explanation regarding the problems encountered.

- d. **To authorise payment and issue cheques:**
 - £127.20 for new defibrillator pads (includes £21.20 VAT)
 - £704.32 Came & Co. Parish Council annual insurance premium.
 - £558.92 Green Barnes – noticeboard for Cold Pool Lane (includes £93.16 VAT)
 - £300 – grass cutting April & May
 - £ 420 - Website design and 1-year maintenance & technical support
 - £84.31 -Clerk's expenses
- e. **Clerk's salary** – was authorised & a cheque issued.

11. Highways

- a. **Speeding in Little Witcombe** – Concerns were raised by local residents about the speed of traffic on the former A417 through Little Witcombe. It was agreed that the Parish Council would:
- contact the Police and Crime Commissioner to find out if any action could be taken.
 - Contact the Road Safety Partnership to find out if speed checks could be carried out by local residents

12. Miscellaneous

- a) **Badgeworth Village Hall** – Cllr Cottell was in the process of obtaining quotes for the repair of the mullion windows.
- b) **Winter maintenance** – It was agreed that Cllrs Cottell and Hitchcock would act as Snow Wardens.
- c) **Training** – The Chairman was authorised to attend training course. The Clerk would notify all Councillors of training opportunities.

13. Ward Reports.

- **Little Witcombe** – a resident has raised concerns about the erratic grass cutting around Little Witcombe. The green is cut by 3 different contractors who have different levels of service (Parish Council, TBC & Highways). Mill Lane is the responsibility of County Highways.
- **Cold Pool Lane** – Cllr Haines to arrange the erection of the new notice board with assistance from other Councillors.
- **Badgeworth Lane** – the verges at the junction with Brookfield Road need to be cut urgently as visibility is severely impaired.

14. The next meeting would be held on 21st June 2016 at Badgeworth Village Hall

The meeting closed at 21.10pm

Signed.....

Dated.....

BADGEWORTH PARISH COUNCIL

ACCOUNTS YEAR END 31ST MARCH 2016

	2014-15	2015-16
RECEIPTS	£	£
PRECEPT	14,814.00	11,480.00
GRANTS	1,953.00	1,760.00
TRANSPARENCY FUND GRANT	0.00	1,096.00
ALLOTMENT RENTS	183.00	152.00
SUNDRY	630.00	0.00
SECTION 106 FUNDING	10,776.92	0.00
INTEREST RECEIVED	2.20	2.29
TOTAL INCOME	28,359.12	14,490.29
PAYMENTS		
SALARIES	5,690.89	6,028.67
GENERAL ADMIN	809.17	571.20
GRASS CUTTING	1,701.68	1,700.00
ROOM HIRE	105.00	180.00
SUBSCRIPTIONS	345.58	402.56
INSURANCE/LEGAL/ACCOUNTS	710.59	1,070.59
DONATIONS	250.00	600.00
MAINTENANCE/CONTINGENCY	140.00	1,009.13
TRAINING	0.00	50.00
VAT RECOVERABLE	0.00	98.39
VILLAGE HALL EXPENDITURE	15,014.15	0.00
ALLOTMENTS	53.00	0.00
PROFESSIONAL FEES	620.00	400.00
TOTAL EXPENDITURE	25,440.06	12,110.54

Note – figures for 2014-15 have been re-stated from accounts presented.