

MINUTES OF WITHINGTON PARISH COUNCIL
MEETING HELD ON Thursday 1st September 2016 AT THE JUBILEE
HALL, WITHINGTON AT 7.30 PM

1. **PRESENT:** Councillors Glenys Webb (Chairman), Cllr Mavis Lady Dunrossil Cllr Nicky Lowe, Cllr Jane Bruce, , County Councillor Paul Hodgkinson, District Councillor Robin Hughes,, Cllr Jane Gibbs 1 member of the public and the Clerk/RFO.
2. **APOLOGIES:** , Cllr Jeremy Theyer, Absent Cllr Bruno Brenninkmeijer
3. **DECLARATION OF INTERESTS IN ITEMS ON THE AGENDA.** Cllr Brenninkmeijer (planning application, Woodland Management Plan)
4. **MINUTES of the Meetings** held on the 6th July 2016 were circulated prior to the meeting to Councillor's; they were signed and agreed as a true and accurate record.

4.1 Progress report and comments on the meeting held:

Bromford update - Parking at Compton Rise – there has been some action from Bromford after Cllr Hodgkinson pressed them again, they have started a consultation with residents in May which should now be complete. The fence has been removed from the car park, Cllr Hodgkinson will follow up on the results of the consultation. **06/07/2016** update – Cllr Hodgkinson said that the carpark will be extended and completed by March 2017.

5. Planning update

Wind Turbine – this is going to committee on the 12th October. Cllr Hughes said that a member of the Parish Council will be able to speak at the meeting,

Action for Cllr Dunrossil and Cllr Lowe to attend on behalf of the Parish Council.

6. Planning Applications

16/03127/OUT 16 Dwellings, Andoversford South of Gloucester Road

The plan was discussed by the Parish Council and they have no objection to outline planning.

16/03253/TCONR Works to Tree - Yew Located at 8 High Street

16/03181/TCONR Works to Tree - Copper Beach, Crown thin 25% at Heystone House High Street.

16/02332/LBC Withington Court updated plans

The Parish Council went through the amended plans for the porch and read through the application, they support the conservation officer's report.

Action for the Clerk to respond to CDC planning with Parish Councils comments

Audit Report

The Clerk distributed a report received from the Internal Auditor regarding this year's audit, there were a couple of points raised:

1) VAT not claimed – the clerk explained that the invoice was made out to the chairman in name and so VAT could not be claimed by the Parish Council.

2) Risk Register – there were a number of points raised about internal securities these were discussed. The Clerk has sent a copy of the risk register to GAPTC to see what their views are on it. The points were taken on board by the Parish Council and a letter of thanks and a cheque for £50 will be sent to the Auditor, Mrs S Davis.

7. Wickmedia – update the website

The Clerk updated that she had had an issue with the Parish Councils e-mail account this week and had spoken to James Mander at Wickmeadia who was very helpful in suggesting how to fix the issue. He also mentioned during their conversation that he thought the Website needed updating as it was not compatible with IPADS and Mobile devices. He said the format was also old fashioned and could do with upgrading. The Clerk passed this onto the Parish Council who discussed this. They agreed that the website was fit for purpose and asked that the clerk respond to him that they would not be seeking to upgrade the website at this time.

8. Notice board

Already brought up in matters arising

9. Defibrillator

Cllr Webb said there is little to update on this but she wanted to keep it on the agenda, the British Heart Foundation have stopped given out grants now, it was agreed the next thing to do is to identify an electricity source, as there is a light at the bottom of the drive to the hall this may be pursuing as an option. There was discussion about the Parish Council helping to fund it but we are no further forward, it was suggested that something could be put in the Parish Magazine to look for ideas to fund it.

10. Finance

Clerks Salary £156.79

HMRC not paid

Audit report - £50.00

Additional Grass cut for the Cricket club £115.20

11. Clerks rate of pay

Cllr Webb said that she had meant to look at this at the last meeting but time was short. The Clerk has not had a pay increase since she joined the Parish Council, some 5 ½ years ago, the Parish Council were asked to consider the latest pay rates from the Society of Local Council Clerks (SLCC), the Clerk also brought a couple of advertisements for clerks from the GAPTC website. The Clerks current salary rate was below the bottom of the SLCC's suggested scale. It was agreed that the Clerks scale point be 19 which is roughly 5 increment points. The Chairman advised the Clerk to remind the Parish Council next year to revisit the rate and to make sure this is addressed on an annual basis.

12. Correspondence

The Clerk has received an e-mail from Owen Smith regarding the bonfires being lit at various times of the day, particularly in the early evening which is a nuisance in the summer months when people are trying to dry washing outside or just sit outside.

Cllr Webb's said she could not find a lot of information about this but was advised that the first course of action is to knock on the person's door and politely ask them if they are aware that they are causing a problem, he should then, keep a record of this so that if further action is needed evidence has been kept. Cllr Hughes thought that there are rules and will check this out with Cotswold District Council. Cllr Webs said that she is aware that in Cheltenham there

are rules around this, no bonfires, to be lit, 1 hour before sunset. It was also suggested that something should be put in the Parish Magazine.

Action for Cllr Hughes to ask CDC

Action for Cllr Webb to put something about this in the Parish Magazine.

13. Any Other business

Cllr Dunrossil brought up an issue she has been told about concerning a member of the public who telephoned to book a seat on the bus. This was what she believed the process was to ensure she got a seat, but no one called her back. Cllr Hodgkinson said he thought this was a GCC issue and not a CDC issues but there was an e-mail about routes which came in this week the clerk will sent it out to everyone after the meeting.

C.Cllr Hodgkinson updated that there are road works on the Andoversford road and this will mean the road will be shut for re-surfacing of the A436 in September, the road is currently in a very bad state at the moment, a question was asked about motorists being able to get out of the Withington turn, he said he will double check. The work starts on the 13th September.

Withington Woods - pot holes have been fixed, and the Whiteway was also fixed last week.

A question was raised as to why white paint has been put around pot holes in the village but they have been left so long they have now faded. This has been noticed by Cllr Bruce's Farm, Dark Lane, Withington Road and Harnham Lane, there are some very bad ones, and these would be highlighted to Amey.

Meeting Closed at 9.00 pm