

BROOKTHORPE WITH WHADDON PARISH COUNCIL

MINUTES OF THE MEETING HELD ON 4th APRIL, 2017

PRESENT

Messrs Stephen Betts [Chairman], David Kaspar, John Hendry, Mrs Lynda King, Cllr. Tom Skinner [District Councillor], Mrs Anne Rigelsford [Parish Clerk] and 2 members of the public.

17/035 APOLOGIES FOR ABSENCE

Cllr. Katherine Murphy, Cllr. Gordon Simpson. There were no other apologies given for absence.

17/036 CASUAL VACANCY

The Clerk informed the Council that Cllr. Katherine Murphy had resigned from the Council for personal reasons.

17/037 MINUTES OF THE LAST MEETING

The minutes of the Parish Council Meeting 7th March were agreed and signed as true record.

17/038 MATTERS ARISING

Highways – The new updated plans for the Gateways were agreed by all Councillors. The Clerk was asked to chase up regarding the cleaning of parish signs and the clearing of gullies.

Defibrillators – The Memorandum of Understanding for the defibrillator scheme was agreed and signed but will be held back by Cllr. Lynda King until the defibrillators scheme has been checked against the contract with BT for ‘phone box adoption.

Transparency Code – The Clerk reported that she had not investigated the .gov email addresses for the Council at this time.

Annual Parish Meeting – The Clerk stated that invitations has gone out and that Tom Skinner and Eric Hibbert can attend. Unfortunately, Carol Novoth is unable to attend this year. There had been no other replies to date.

7/039 MEMBERS' DECLARATION TO PECUNIARY INTERESTS TO ITEMS ON THE AGENDA

There were no declarations of interest to items on the agenda.

17/040 FINANCE

a) Cheques for agreement and signature

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|---------|------------------|--|
| £ | Mrs A Rigelsford | Clerk's wages plus £12 home office allowance - £3.00 for over-claimed expenses £35.00 |
| £70.00 | HMRC | PAYE |
| £76.43 | GAPTC | Subscription |
| £22.50 | PATA | Payroll |
| £320.00 | KIsaaks | Wheelie Bin Stickers |

Powers used for Council's spending
General Power of Competence – Power of first resort

b) Cheques signed out of meeting

£360.00 Mr E Hibbert Timber 'Bus Shelters

c) Internal Audit - Cllr. Linda King reported that she had examined the books and found that the £3.00 over claim on expenses for cheque no 878 had not been paid back yet. There was an invoice for cheque no 901 missing and an invoice for PATA that appears not to have been paid. Clerk's expenses sheet was also missing. The bank balance is £40,140.68.

d) Independent Audit - The Clerk confirmed that the books will go to Peter Newman for his examination on 25th May.

e) External Audit - The clerk confirmed that the Annual Return would be completed and sent off to Grant Thornton for 16th June for their examination.

f) Clerk's Pension in compliance with pensions regulator - The Clerk stated that she believed that the Council had no obligation to set up a pension plan unless the Clerk requested this, due to the level of earnings. When filling out the Council's declaration she said that she would just put N/A in the appropriate fields and send a covering letter together with the signed letters to and from the Clerk.

17/041 PLANNING

a) New applications for discussion

| | | |
|-----------------|----------------------------------|----------------|
| S.17/0386/HHOLD | Brookthorpe Court Stroud Road | Side extension |
|-----------------|----------------------------------|----------------|

Councillors felt unable to comment on this application. The Clerk was asked to contact the applicants and invite them to the next Parish Council meeting to outline the applications and what they are trying to achieve.

b) To receive decisions from Stroud District Council.

| | | |
|----------------|-------------------|---------|
| S.16/2764/LBC | Brookthorpe Court | Refused |
| S.17/0102/HHOD | Brookthorpe Court | Refused |

c) Update on proposed Wynstones Drive development - An Email from Guy Pinnington updating the Council had been circulated.

Concerns as to the use of the emergency gates during the year was raised. Although the Council has had no formal application for this. It was made clear that this should be refused if and when the Council was consulted, as this was a major condition to the hall being built in 2007.

17/042 COUNTY COUNCILLOR'S REPORT

No report had been submitted.

17/043 DISTRICT COUNCILLOR'S REPORT

Cllr. Tom Skinner reported that as part of the District Council's agreed budget proposals reserves will be used. £8m will be spent on housing and £2m on canal restoration.

He informed the Council that Brookthorpe-with-Whaddon had now been made a Designated Rural Community, giving it extra protection against large development.

Tom advised that in the case of fly-tipping, for public to leave in place and inform the District Council immediately. In some cases, valuable information, when a prosecution could be possible, is being lost. Fly-tipping also is on the increase.

The future of Stroud Subscription Rooms is under discussion by the District Council.

17/044 MEMORANDUM OF UNDERSTANDING FOR DEFIBRILLATOR SCHEME

It was agreed that this should be signed but held back until the relevant checks can be made to match up with the phone box adoption agreement.

The Clerk was asked to obtain quotes to do the necessary electrical work in connection with the defibrillator scheme in Church Lane.

17/045 INFORMATION EXCHANGE FOR COUNCILLORS

Cllr. John Hendry reported following the Police and Crime Commissioner's meeting. It was reported that it was no longer thought to be effective for a police representative to attend Parish Council meetings on a regular basis.

17/046 QUESTIONS AND COMMENTS FROM THE PUBLIC

Mr Paul Gaze raised concerns as to conditions not being met with regard to the MSA. He was asked to pass concerns on to Cllr. Tom Skinner and he would follow them up. The Clerk was asked to invite Sarah Dunning to the Annual Parish Meeting.

It was reported that there was a lot of litter in Upton Lane. The Clerk was asked to contact Carol Novoth regarding a litter pick.

17/047 DATE OF THE NEXT MEETING

Tuesday 2nd May 2017.

There being no other business the meeting closed at 9.40 pm

Chairman

Date.....