

## HARESCOMBE PARISH COUNCIL

### MINUTES OF THE MEETING HELD AT THE VILLAGE HALL

ON 15<sup>th</sup> MARCH AT 8PM.

Present: Cllrs Mike Hyett, Dafydd Lawday, Kath Pritchard, Paul Richards and Sheila Murray (Clerk).

There were no members of the public present.

In the absence of Cllr Ractliffe Mrs Murray opened the meeting and requested a nomination for Chair. Cllr Hyett proposed Cllr Pritchard Chair the meeting, seconded by Cllr Lawday. Vote unanimous.

#### **1/03.22 Public question time**

None

#### **2/03.22 To receive apologies for absence**

Apologies were received from County Councillor Williams, District Councillor Mossman and Councillor Ractliffe which were accepted.

#### **3/03.22 To approve the minutes of the previous meeting**

The minutes of the meeting held on 19<sup>th</sup> January, 2022 were amended as follows:

Minute item 15.3/12/21 Date of next meeting to replace the date with 18<sup>th</sup> May. The minutes were then accepted and approved as a true record. Signed by Cllr Pritchard on behalf of the Council.

#### **4/03.22 Matters Arising from the Minutes not covered on the Agenda**

Cllr Pritchard confirmed that a £250 donation to the Air Ambulance Service should go to the Great Western area.

#### **5/03.22 Member's declaration of interest to items on the agenda.**

Cllr Pritchard declared an Interest on item: 7.1 The Queens Jubilee as she resides as part of the committee.

#### **6/03.22 Report on roads, ditches and footpaths in the village**

##### **6.1 Bluebell Lane-Pound of Candles.**

**6.11** Highways confirm that Gigaclear are aware that additional works are required at the top of Blue Bell Lane. No indication of when this will be done was available.

**6.12** The Pound of Candles layby is still outstanding and was expected in this financial year. The Clerk will contact Cllr Williams to follow up on the timeline.

##### **6.2 Church Lane Resurfacing**

Highways confirm they are awaiting a quote but the work will not be done this financial year. Cllrs are advised to continue to report pothole issues. The Clerk will advise Cllr Williams of this work as it is requested to be done before the Queens Jubilee Street Party.

**6.3 Fly Tipping** Cllr Pritchard tabled some ideas and Cllr Hyett will approach a sign company for a quote. The Clerk will follow up with SDC on replacement of existing signage.

**6.5** Cllr Hyett raised concern about the placement of the new grit bin at the top of Blue Bell Lane and will look at an alternative way to make the unit secure and accessible.

#### **7/03.22 Village Projects**

##### **7.1 Queens Jubilee**

Cllr Pritchard was invited to report on the local Social Group arrangements. She confirmed that they have received some funding from the local Village Voices magazine and are planning the following activities:

- A Jubilee Lunch in Church Lane
- Commemorative Coins for the Children of the Village
- As there is no public space, an offer to the residents to plant a tree in their garden.

- A village photograph.

Cllr Hyett proposed a donation of £500 be given for the Jubilee activities. Seconded by Cllr Lawday. Vote 3 in favour, 1 abstained.

Cllr Pritchard will provide the Clerk with the bank details for transferring the funds.

### **7.2 Defibrillator update**

Cllr Hyett confirmed that the unit has been installed ready for the electrical connection. Once this is completed arrangements for training will be progressed.

### **8/03.22 County Councillor's Report**

Cllr Williams has come forward to offer support from the GCC for Harescombe Parish Council and will be providing Council with a monthly report.

### **9/03.22 District Councillor's Report**

District Councillor Mossman was unable to attend the meeting due to ill health. No report was submitted.

### **10/03.22 Planning update**

Application S.22/0477/FUL – Hayes Farm. Cllrs advised that this application should be referred to Haresfield PC.

### **11/03.22 Finance**

**11.1** The financial reports were provided to Councillors prior to the meeting and included:

-A Bank Reconciliation and the Financial Performance Report.

Councillors unanimously approved the documents.

**11.2** The Bacs schedule was presented and approved for payment including the items listed:.

#### **Payment schedule**

15/03/2022	Sheila Murray	Salary Feb/Mar	BACS	£252.06	LGA 1972 s.112(2)
15/03/2022	HMRC	PAYE Feb/Mar	BACS	£51.20	LGA 1972 s.112(2)
15/03/2022	Mike Hyett	Defibrillator Installation	BACS	£65.00	PHA 1936 s.234
15/03/2022	Town & Parish Websites	Annual Web Hosting	BACS	£60.00	LGA 1972 s.142
15/03/2022	PCC	Meeting Room Hire	BACS	£200.00	LGA 1972 s.134(4)
15/03/2022	GAPTC	Councillor Training	BACS	£35.00	LGA1972 s.111
15/03/2022	Cotswold Warden Scheme	Donation	BACS	£250.00	LGA 1972 s.137
15/03/2022	Air Ambulance Great Western	Donation	BACS	£250.00	LGA 1972 s.137
15/03/2022	Longfield Hospice	Donation	BACS	£250.00	LGA 1972 s.137
15/03/2022	PATA	Payroll Expenses	BACS	£28.85	LGA1972 s.111
<b>TOTAL</b>			<b>BACS</b>	<b>£1,442.11</b>	

**11.3** The Clerk confirmed that an internal check of the Financial Accounts has been carried out by Cllr Ractliffe on 1<sup>st</sup> March 2022.

### **12/03.22 Clerk's Appraisal**

**12.1** The Nalc payment scheme has been approved for 2021/22 with an increase of 1.75% which is to be back dated to 1.4.21. The Clerk has made arrangements with PATA to make this adjustment.

**12.2** The Appraisal did not raise any issues but the Clerk requested a pay review to a higher scale of LC2/SCP23 £14.67 with effect from 1<sup>st</sup> April 2022. Councillor Pritchard thanked Mrs Murray for her work and proposed the pay increase be awarded. Seconded by Cllr Hyett Vote: unanimous.

### **13/03./22 Administration**

**13.1** Policy Documents: The Financial Regulations were reviewed by the Clerk and are in line with current model documents and no recommended changes were put forward.

**13.2** Training costs for "Being a Better Councillor" of £35 for Cllr Richards were approved

**13.3** The Clerk is awaiting confirmation of the Internal Audit arrangements with GAPTC.

**14/03.21 Correspondence**

**14.1** Cllr Pritchard proposed to support membership of GAPTC. Seconded by Cllr Richards.  
Vote: unanimous.

**14.2** The Clerk advised a letter has been received from MP Bailey which referred to inclusive Playground equipment and access. Cllrs confirmed there is no Playground space in Harescombe.

**15/03.22 Councillors' Submissions**

The Clerk reminded Council that the next meeting is for the Annual Parish Meeting and proposed some thought be given to offering an invitation to the Village Social Group to address residents with their plans for the forthcoming Queens Jubilee celebrations.

**16/03.22** Date of next meetings: The Annual Parish Meeting and The Annual General Meeting will be held on Wednesday 18<sup>th</sup> May at 7.30pm in the Church Hall.

There being no further business the meeting closed at 8.55 pm