

Harescombe Parish Council

Minutes of the Parish Council AGM

Monday 13th May 2024

Present, Cllr. Ractliffe, Cllr. Richards, Cllr. Perkins and Cllr. Leeper. Clerk Mr S. Hale, 4 members of the public.

Meeting commenced at 8pm

- 24.05.01 Cllr. Tom Leeper elected as chairman and signed the declaration of acceptance of that position.
- 24.05.02 Cllr. Paul Richards re-elected as vice-chairman and signed the declaration of acceptance of that position.
- 24.05.04 Public question time – no questions from members of the public.
- 24.05.05 No apologies for absence.
- 24.05.06 No member's declaration of interest to items on the agenda.
- 24.05.07 Councillors were reminded to review their register of interest declarations.
- 24.05.08 Council approved the minutes for the parish council meeting on 8th April 2024.
- 24.05.09 No report from District Councillor Stephen Davies
- 24.05.10 Annual report received and circulated, from County Councillor Sue Williams
- 24.05.11 Finance.**
- 24.05.11.1 Councillors reviewed and readopted the Fixed Asset Register. Cllr Ractliffe confirmed that the CCTV cameras and desktop printer had all been disposed of as no longer functioning and council resolved to remove these assets from the fixed asset register.
- Clerk to undertake a review of the state of the grit bins prior to starting winter plan review preparations.
- 24.05.11.2 AGAR – Council certified itself as being exempt from a limited assurance review.
- 24.05.11.3 AGAR - Council resolved that the inclusive between dates for allowing the exercise of public rights are Monday 3rd June 2024 to Friday 12th July 2024. Clerk to add to website and Cllr. Ractliffe to post on the noticeboard.
- 24.05.11.4 AGAR – Council has previously accepted the Internal Audit Report and resolved to undertake a review if its effectiveness along with the effectiveness of internal controls within 6 months (minute 07/04.24.07)



Harescombe Parish Council

- 24.05.11.5 AGAR - Council considered and resolved to adopt the Annual Governance Statement.
- 24.05.11.6 Council considered and resolved to approve the end of year bank reconciliation
- 24.05.11.7 Council considered and resolved to approve the annual summary of accounts and explanation of variances.
- 24.05.11.8 AGAR – Council considered and resolved to approve the Accounting Statements
- 24.05.11.9 Council resolved to approve the pre-authorised payments list

PRE-APPROVED PAYMENTS LIST 2024 - 2025

Payee	Anticipated amount	Frequency	Payment method
ICO	£35.00	Annual	DD
Clerk Quarterly Salary	Varies	Quarterly	BACS
Home working allowance	£15.00	Quarterly	BACS
HMRC PAYE	Varies	Quarterly	BACS
Clerk Mileage as pre-authorised by Chairman	Varies	Quarterly	BACS
PATA Quarterly Payroll	approx £16.85	Quarterly	BACS

- 24.05.11.9 **Internal controls** were undertaken from 01/04/2024 to 06/05/2024 by Councillor Richards and found to be all correct. All councillors had opportunity to view the cashbook, invoices and bank statements in the online folder in advance of the meeting. Councillors noted and ratified the following payments and noted receipts, since the last meeting.

Payments		
08/04/2024	GAPTC Audit	£180.00
	Cotswold Wardens (Conservation Board) - charity donation	£250.00
	Great Western Air Ambulance - charity donation	£250.00
	PATA Payroll	£16.85
	Clerk Q4 salary & £15 Home working allowance	£715.18
	Sunflowers Suicide Awareness - charity donation	£200.00
	HMRC PAYE Q4	£175.00

Receipts		
22/04/2024	CIL payment	£159.74
29/04/2024	Precept instalment	£2,625.00

- 24.05.11.10 Councillors noted the bank reconciliation as at 6th May 2024

01/04/2023	OPENING BALANCE 01/04/2024	£17,968.98
	INCOME TO	
	DATE	£2,784.74
	LESS TOTAL EXPENDITURE TO	
	DATE	£1,787.03
06/05/2024	FUND BALANCE	£18,966.69



Harescombe Parish Council

REPRESENTED BY:

LLOYDS TREASURERS ACCOUNT

06/05/2024

BALANCE

£18,966.69

24.05.11.11 Council resolved to authorise the following payments

Town & Parish Council Website provider as we have gone into a new contract period with them and they will only release our domain name on settlement of the account - £70.00.

Year 2 of 3 – Community Insurance - £128.08

25% cost of ink cartridge for clerk - £5.97

24.05.11.12 Lloyds banking update – banking mandate was reviewed with Cllrs Ractliffe & Leeper to remain as authorisers. Add Cllr Richards as a full delegate user to the account. Any non-councillors to be removed from the account.

24.05.12 Elections

24.05.12.01 A casual vacancy now exists on the council. The clerk will advertise this on the website

24.05.12.02 Councillors noted the results of the local elections for Hardwicke Ward – Gillian Oxley (Con), Mark Ryder (Con), Demelza Turner-Wilkes (Con).

24.05.12.03 Councillors noted that the Police and Crime Commissioner, Chris Nelson (Con) has been re-elected.

24.05.13 Highways

24.05.13.01 Pound of Candles Lane potholes – update – Clerk reported approximately 10 potholes through FixMyStreet app, of which 3 have had urgent repairs. The remainder will form part of routine maintenance schedules

24.05.13.02 Telegraph pole – update – Clerk has chased GCC Highways who have apologised for the delay and are arranging for an inspection

24.05.13.03 Fingerposts by Edge Church – Update – clerk has attended at the site and the pole is sound and does not require replacement Clerk will research fingerpost replacement options.

24.05.13.04 Problematic drain locations – update - Cllr. Ractliffe. It is difficult to identify particularly problematic drains as and blockages are short term and sporadic. All parishioners are encouraged to use the FixMyStreet app to report any highway deficiencies such as potholes or drainage issues

24.05.13.05 Condition of grated drain between Mayo's Farm and Upton Lane Triangle – Cllr. Ractliffe to pass a what 3 words location to the clerk to report it for drain clearance to GCC Highways.

24.05.13.06 Pound of Candles Lane, poor state of passing place – update – clerk has reported to Highways for attention



Harescombe Parish Council

24.05.13.07 Bank slippage near Spring-Acre Farm – update – clerk has reported to Highways along with reminder about installation of piles or drainage diversion to prevent it deteriorating

24.05.14. Consider Planning Matters, as at 6th May 2024

Councillors considered the following planning applications.

24.05.14.01 **Reference S.24/0298/HHOLD**
The Orchard, Styles Lane, Harescombe, GL4 0XF
Erection of a single storey side extension.

Status Permitted

24.05.14.03 **Reference S.24/0305/HHOLD**
Cornerways, Harescombe, GL4 0XD
Erection of a carport / workshop

Status Permitted

24.05.14.04 **Reference S.23/2414/LBC**
Horsepools House Sevenleaze Lane Edge Stroud Gloucestershire GL6 6NJ
Window alterations & replacement.

Status Awaiting decision

24.05.14.05 **Reference S.23/2428/OUT**
A full objection to this application has been submitted by the parish council to the Planning Department.

Land At Whaddon Gloucester Gloucestershire

Outline application for up to 2,550 new dwellings, etc ...

Status Awaiting decision

24.06.15. **Matters arising (no decisions can be made on such matters).**

A parishioner was permitted to ask about support for churchyard maintenance. The clerk advised them that the council had made a decision last year to consider providing support to the village hall to free up money to be diverted to for churchyard maintenance.

24.05.16 **Meeting dates for the next year (second Monday in the month)**

Councillors resolved that the parish council meeting dates for this council year are as follows,

2024 - 7.30 pm on Monday, 8th July, 9th September, 11th November.

2025 - 7.30 pm on Monday 13th January, 10th March.

7.00 pm on Monday 12th May – Annual Parish Meeting.

8.00 pm on Monday 12th May – Parish Council AGM.

Meeting concluded at 8.35pm

