

## MINUTES OF MEETING OF AVENING PARISH COUNCIL HELD ON THURSDAY, 15 DECEMBER 2005 AT 7.45PM

The following Councillors were in attendance: Cllr J Green (Chairman), Cllr J Parsons, Cllr J Catterall, Cllr Mrs C Mitchell, Cllr Mrs G Parsons Cllr C Redpath, and Cllr T Slater.

The Chairman welcomed the new Clerk, Mrs Deborah Cook, who was appointed following recruitment and interviews during the period 7<sup>th</sup> November to 25<sup>th</sup> November 2005. A panel consisting of the Chairman Cllr J Green, Cllr Mrs C Mitchell, Cllr T Slater, Cllr John Catterall and Cllr J Parsons had conducted interviews on instruction from the Council.

**77/05 PUBLIC QUESTION TIME - None.**

**78/05 APOLOGIES – None**

**79/05 MINUTES OF THE MEETING HELD ON THURSDAY, 17 NOVEMBER 2005**

Minutes of meeting held on Thursday, 17 November 2005 were amended with the addition of Cllr C Redpath's name they were then agreed and signed.

**80/05 DECLARATIONS OF INTEREST**

Cllr Mrs G Parsons – Church of the Holy Cross – Grant Application

Cllr T Slater – Sandford Trust – Grant Application

Cllr C Redpath – 11 High Street, Avening – Planning Application

**81/05 MATTERS ARISING NOT INCLUDED ON THE AGENDA**

**81.1/05** The Clerk (Caroline Braidwood) reported that CDC were not taking part in the Charter Partnership with Gloucestershire County Council.

**81.2/05** Cllr J Parsons agreed to report back on the current situation with the Nailsworth Road

**82/05 PLANNING**

It was RESOLVED to accept the Planning Decisions as discussed at the Planning Meeting held on Thursday, 15 December 2005 at 7.00 p.m and recorded in the Minutes.

**83/05 FINANCE**

**83.1/05 Budget Status and Balance at Bank**

Budget Status was noted. The Clerk advised that the Balance at Bank is £25,294.

**83.2/05 Bills for payment**

It was RESOLVED to approve the following bills for payment:

▪ Clerk's Salary less Income Tax plus Expenses:	
▪ Mrs C Braidwood	£ 170.92
▪ Inland Revenue (Income Tax on Clerk's Salary)	£ 19.95
▪ HGM Grounds Maintenance	£ 80.00
▪ GAPTC (New Clerk's Course)	£ 55.00

**83.3/05 Subsidised Hospital Travel from Tetbury Town Council – Request for Contribution**

It was RESOLVED to give £100 to Tetbury Town Council to contribute to the costs of running the voluntary dial a ride bus which provides transport to hospitals for parish residents

**83.4/05 Citizens Advice Bureau – Donation Request**

It was RESOLVED to give £25 to the Citizens Advice Bureau

**83.5/05 Avening Parochial Church Council – Grant Request**

It was RESOLVED to grant £500 to the Parochial Church Council

**83.6/05 Avening Playgroup – Grant Request**

It was agreed in principle that £300 would be granted to the Avening Playgroup. Further information was awaited.

**83.7/05 The Villager – Grant Request**

It was RESOLVED to grant £200 to the Villager magazine.

*Action: It was requested that the Villager magazine become an agenda point in January in order to develop the Council's contribution to the magazine.*

**83.8/05 The Sandford Trust – Grant Request**

The Sandford Trust had written to apply for a grant for the year 2006/07. This would be placed on the next Finance Committee Agenda.

**Cllr J Parsons left the meeting at 8.45pm**

**83.7/05 Preparation of Budget for 2006 – 7, Precept Request**

Members of the Finance Committee will meet and decide the budget and advise the Council in the January meeting

*Action: Members to email the Clerk with budget points to be noted. These will be circulated to the Finance Committee for discussion.*

**84/05 AVENING PLAYING FIELDS**

Cllr Mrs C Mitchell was absent. This item was deferred to the next meeting with the agenda item to include looking at the future of the Avening Playing Fields Association.

**85/05 PARKING AND SPEED LIMITS IN AVENING**

Since Cllr Mrs Sharpe was absent and no information had been received, this item was deferred to the next meeting for final discussion and decision.

**86/05 BLUE SKY**

**86.1/05 Planning Committee**

Cllr Mrs G Parsons was appointed Chairman with both Cllrs T Slater and J Catterall appointed as Vice Chairman.

**86.2/05 Finance Committee**

Cllr J Parsons was appointed Chairman.

*Action: The Clerk (Deborah Cook) would draft Terms of Reference for the Planning Committee and the Finance Committee and circulate these, to be finalised at the January meetings of the Committees and Council*

*Action: The Clerk (Deborah Cook) would research the relevant quorum for each committee and advise Members.*

*Action: The Clerk (Caroline Braidwood) advised that the Clerk's job should be evaluated by the Finance Committee. She would provide the paperwork for job evaluation and provide the draft terms and conditions in order to finalise the employment of the new Clerk (Deborah Cook). This should be placed on the Finance Committee's next agenda.*

*Action: The new Clerk should carry out an internal audit of the Council's finances during the handover from Caroline Braidwood*

*Action: Members should discuss and agree a procedure for the giving of grants, to be placed on the agenda for the Finance Committee.*

*Action: Village Maintenance should go back onto the agenda for the Finance Committee*

**87/05 CORRESPONDENCE FOR ACTION**

**87.1/05 Gloucestershire Constabulary – Police Service Restructuring**

Leaflets were handed out to Members.

**87.2/05 Land Registry – Registration of Land**

Areas of land were identified that the council owned (Memorial Hall, Lee Path, Playing Field, Football Pitch).

*Action: The new Clerk was to investigate the process and to identify any further land*

**87.3/05 NHS – Gloucestershire Home Safety Check Scheme**

*Action: to be passed to Cllr J Parsons for comment*

**87.4/05 Cotswold Life Village of the Year Competition 2006**

Avening would not take part.

**87.5/05 Electoral Register Request 2006**

The Councillor's present signed the request.

*Action: remaining signatures to be collected at the next meeting by the Clerk.*

**87.6/05 Byways Open to All Traffic**

The Clerk (Caroline Braidwood) is investigating details of this. People have been putting up notices on byways and the Chairman has been formally written to by Tony Russell from Nags Head re the RUPP/Bridleway at Nags Head Lane, by the telephone box.

**87.7/05 CDC – Highways Maintenance Seminar, 23 January 2006**

**Action:** Cllr J Parsons to be asked if he wished to attend. If not the Clerk (Deborah Cook) would attend.

**88/05 OUTSTANDING ISSUES**

**88.1/05 New Bus Shelters**

**High Street / Sandford Leaze and Mays Lane**

The Clerk (Caroline Braidwood) advised that CDC's Conservation Officers need to approve the designs before CDC would approve the grant.

**Lawrence Road / Hampton Hill**

The Clerk (Caroline Braidwood) confirmed that Peter Savage would lay the base for the bus shelter in February 2006.

**88.2/05 Bus Stop - Bell Inn / Rectory Lane**

The Clerk (Caroline Braidwood) confirmed that the County Council would move the bus stop back into its original position.

**89/05 DISTRICT COUNCILLOR'S REPORT**

Cllr Parsons was unavailable having left the meeting at 8.45pm

**90/05 ANY OTHER BUSINESS**

None.

The date of the next Avening Parish Council will be on  
**Thursday, 19 JANUARY 2006** at 7.45 p.m.  
in Avening Memorial Hall

There being no further business the meeting was closed at 9.50 pm