

**MINUTES OF MEETING OF AVENING PARISH COUNCIL HELD ON
THURSDAY 15th APRIL 2010 AT 7.30 PM**

The following Councillors were in attendance. Cllr J Parsons (Chairman), Cllr M Williamson (Vice Chairman), Cllr T Beardsell, Cllr Mrs C Mitchell, Cllr Mrs E Oliver, Cllr A Slater.

Also in attendance: Mrs D Cook (Clerk)

The Chairman opened the meeting at 7.40pm.

121/09 PUBLIC QUESTION TIME

No members of the Public were present.

122/09 PCSO REPORT & CRIME AND ANTISOCIAL BEHAVIOUR

PCSO Sue Fellows attended. The annual crime report was tabled. It was noted that overall the crime rate had reduced in the last year.

PCSO Sue Fellows advised that the police had spent some time in Avening with a speed gun on Tetbury Hill. The people who were noted as driving above the speed limit (some buses included) were being sent letters.

The Clerk would publish the police 0845 telephone number regularly in the Villager. People would be encouraged to phone and report matters.

The response from Gloucestershire Constabulary to the Parish Council's letter in support of the PCSOs and Mobile Police Station was noted.

123/09 APOLOGIES AND REASONS FOR ABSENCE

Cllr Mrs G Parsons (personal)

124/09 DECLARATIONS OF INTEREST

Cllr Jim Parsons declared an interest in all planning matters because of his position as District Councillor sitting on the Planning Regulatory Committee at CDC.

**125/09 ACCEPTANCE AND SIGNING OF MINUTES OF MEETINGS HELD ON
THURSDAY 18th MARCH 2010**

It was **RESOLVED** to accept and sign the minutes of the meeting held on Thursday 18th March 2010.

126/09 MATTERS ARISING FROM THE MINUTES

There were none.

127/09 CO-OPTION OF A NEW COUNCILLOR

No-one had applied for or enquired about the position. The Council would continue advertising.

**128/09 TO CONSIDER DETAILS FOR THE PARISH MEETING ON MONDAY
10TH MAY 2010 INCLUDING THE PROPOSED VOLUNTEER OF THE YEAR AWARD**

Council discussed the proposed Volunteer of the Year Award and decided to have an annual award from the Council with a certificate and donation of £25 to the community

group concerned. Mrs Christine Howells was nominated as the Volunteer of the Year for 2010 for her work providing lunches for older people at the social club. Mrs Howells would be invited to attend the Annual Parish Meeting.

So far the Youth Club and PCC had confirmed their attendance at the Annual Parish Meeting.

129/09 VILLAGE HALL

Cllr Mrs E Oliver reported that the windows had been installed and that the gates had been replaced. Unfortunately, there had been some recent damage to the guttering at the front of the hall, where it was thought that side of the building may have been hit by a vehicle.

It was agreed that the Council could help publicise events for community groups by displaying posters on the Noticeboards (space allowing) and using the "What's On" page on the Council website. The dates noted so far were: 6th June PCC fete, 27th June Scarecrow trail in aid of the Hall, 4th July Open Gardens in aid of the Hall and PCC, 11th/12th September Pig Face Day.

Nothing further had been heard regarding the draft Lease so the matter was deferred.

130/09 PLANNING

130.1/09 New Planning Applications

10/00996/FUL	Cross Inn, Star Lane, Avening, GL8 8NT Proposal: Conversion of domestic garage into a small convenience store (A1) The Council had no objection to the application
10/00997/FUL	Jasmine Cottage, 14 Woodstock Lane, Avening, GL8 8NG Proposal: Erection of replacement garage The Council had no objection to the application
10/01304/FUL	79 The Sunground, Avening, GL8 8NW Proposal: Conversion of the existing house into two flats and erection of a two storey side extension The Council had no objection to the application

130.2/09 Decisions Received

Council noted the decision below:

10/00662/FUL	Avening Primary School, High Street, Avening, GL8 8NF Proposal: Erection of a footbridge over the stream Date decided: 07 April 2010 Decision: Application Permit
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131/09 FINANCE

131.1/09 Budget Status and Balance at Bank

The current balance at bank was £3,621.73 with £19,132.98 now in the deposit account with projected expenditure and year end balance as set out on the monthly budget sheet.

131.2/09 Bills for Payment

It was **RESOLVED** to approve the following bills for payment:

- Clerk's Salary less Income Tax/NI plus Expenses £575.30
- BT Plc £2

Signed.....Chairman/Presiding Officer

Date: 20th May 2010

It was **RESOLVED** to vary the agenda to deal with agenda point 11.4 onwards.

131.3/09 Opening of Bank Account for Reserves

The Clerk had received information from the bank relating to some fixed term accounts with higher rates of interest that could be opened. It was decided to wait until the first instalment of precept money had been received and then the emergency reserves and an additional amount could be placed in a short fixed term deposit account as it was considered that there was always access to the remaining funds in the deposit account in an emergency.

131.4/09 To confirm the appointment of Graham Merricks as internal auditor for 2009/10 financial year end

It was **RESOLVED** to appoint Graham Merricks as internal auditor for the 2009/10 financial year end.

131.5/09 To discuss and decide preferred option for repair/removal of wall at Playing Fields following vandalism.

The repair options were discussed. The Clerk advised that under the Lease the repair obligation fell with APFA and therefore it was their decision how they wished to repair the wall. However APFA had asked for Council's thoughts. After discussion, the consensus was for removal of the wall but Council would speak with APFA directly at the Annual Parish Meeting if they were attending.

131.6/09 First Registration of areas of Parish Council owned land and to consider revised legal costs

The matter was deferred.

131.7/09 Adoption of Telephone Boxes – to sign amended contract

The Clerk advised that an amended contract had been received from BT following the Council's decision to not take on the electric supply to the box and have this disconnected at BT's cost. The Clerk had queried the contract with BT as the contract wording was not what was offered to council re the electric supply. The contract stated that BT "reserved the right" to disconnect the supply within 5 years. BT advised that they did intend to disconnect within 5 years and that the cost of the supply would remain with them if they had not done so in this timescale. These comments were not to be taken as amendments to the contract. There was also a handbook to be supplied with the boxes on completion. BT had confirmed that they did want a cheque for £1 per box (£2 in total).

Council accepted the amended contract and Cllr J Parsons and Cllr M Williamson signed the contract, witnessed by the Clerk.

131.8/09 To consider amending grasscutting contract to include an area in the churchyard and to consider grant application from PCC towards costs of grasscutting.

The quote had been received from HGM of £375 per cut. It was **RESOLVED** to offer the sum of £720 for this financial year to the PCC towards grasscutting of the churchyard. Council decided not to add this to the current grasscutting contract, but would advise the

Signed.....Chairman/Presiding Officer

Date: 20th May 2010

PCC that they should take out the contract direct with HGM, or another contractor of their choice. The Council would also wish to see copy invoices at the end of the cutting season to see how many cuts had proved necessary and to enable council to budget for future years. The Clerk would contact the PCC secretary to make the offer of grant.

131.9/09 Grant Applications

131.9.1/09 Grant application for Village Hall Memorabilia

Cllr Mrs C Mitchell advised that it had proved difficult to get together a team from the original people who had suggested the project. The project would be advertised in the Villager to get together a team of volunteers to collate, mount, frame and scan the photographs. The photos would then be displayed in the Hall.

131.9.2/09 Grant application from Avening Playing Fields Association for repair of wall at Playing Fields

The matter was deferred pending receipt of the grant application.

131.9.3/09 Grant application from CAB

It was **RESOLVED** to grant the sum of £50 towards the work of the CAB for the 2010/11 financial year.

131.9.4/09 Grant application from Cirencester CRVS re Avening to Cirencester Dial-A-Ride bus

The CRVS were providing a dial a ride minibus service to Nailsworth on a Thursday morning. They were also providing a service to Cirencester on a Friday – which had been in place for some time. The number of people using the service was noted and it was **RESOLVED** to award the sum of £200 to the CRVS. They would be asked to apply again in the next financial year for another grant. Council would review the level of service being provided and used at that point.

131.9.5/09 To approve the release of grant money for cycle track project to Avening Playing Fields Association in the sum of up to £1,000

The matter was deferred as the CDC Community Projects grant had not yet been decided.

It was considered prudent, even though there were no members of the public present, that in view of the business to be discussed, the meeting should be placed in closed session.

It was therefore unanimously RESOLVED that the meeting move into closed session under the terms of The Public (Admissions to Meetings) Act 1960 as the business to be discussed included sensitive information and dealt with staff conditions of service which could be prejudiced by being in the public domain at this time, in accordance with the Public Bodies (Admissions to Meetings) Act 1960.

131.10/09 Amended Budget Figures and Workplan for 2010/11

It was **RESOLVED** to amend the budget following a special resolution signed by three Councillors in April. Since the original budget was prepared in November/December 2009 there had been increased demands on council finances – either new suggested projects of requests for grant funding.

It was **RESOLVED** to adopt the budget for 2010/11 as set out on the attached sheet.

132/09 PARISH PLAN/COMMUNITY PROJECTS

132.1/09 Provision of Post Office in the Village

Council understood that matters were ongoing.

132.2/09 Traffic and Highways:

It was noted that the potholes that had been patched were reopening. It was also wondered when GCC were going to be repairing the roads properly and returning to their original maintenance plan.

132.2.1/09 Dog fouling problems on Old Hill and surrounding area

The dog fouling situation was not too bad at present. Council had looked at both the specific Tetbury dog fouling leaflet and the general CDC leaflet. It was **RESOLVED** to obtain a quote for the costs of producing Avening's own dog fouling leaflet which could be delivered to houses inside the bumper edition of the Villager that was anticipated in September time.

132.2.2/09 Update on possible bus service to Nailsworth

The Tetbury Dial-a-Ride service was offering a bus to Tetbury on a Thursday morning. They had been given authority to include a run to Nailsworth and Dursley on a Thursday morning as well (which is what Council had been asked to provide by residents).

The Council had been asked for assistance in advertising the Dial- A-Ride bus. There were posters on the Council Noticeboards, a note in the Villager and word of mouth.

The Clerk had not been able to contact the GCC transport officer for the area to see if they had managed to rearrange the times of buses so that passengers from Avening could catch the bus from Minchinhampton to Nailsworth.

132.3/09 Avening working in partnership

The Avening Partnership project was discussed following the talk from Tetbury Town Council the month before. There were lots of ideas having been discussed over the previous months. The comparison to the Parish Plan (that had been picked up and put down a lot) was made. To do the project well the Council needed to allow enough staff time in budget to do this and this was not clear at this stage. It was decided to start the project off on a small-scale and work upwards.

132.4/09 Memorial Hall Memorabilia

This matter had been discussed under minute number 131.9.1/09 above

132.5/09 Contacting the Community & Emergency Planning – working with others

The Council had planned a meeting with members of both Cherington and Tetbury Upton PCs on the 27th April. The Clerk would sort out the details of venue etc.

132.6/09 Mapping Structures in the Parish

The Clerk had started to use the system. It will prove useful.

133/09 POLICIES AND PROCEDURES

133.1/09 To report back on HR talk at SLCC AGM

The Clerk reported back on an HR talk from the SLCC National HR Advisor. The main points were that as from 6th April 2010 all Clerks must be employed by their Councils.

There was a mileage issue that HMRC were looking into: 1. The cost per mile being paid (if it is over 40p per mile a p11d should be completed and the employee taxed appropriately). 2. The issue about travel costs to place of work. It was necessary to look at an individual's contract to determine when mileage can be paid to and from council meetings. The Clerk confirmed the Council had acted correctly in the way mileage is dealt with. The other issue which may increase Council costs in the future was the proposed pension for all employees to be introduced in 2011/2012. As matters stand the Council can only pay into the LGPS legally. This has employer contributions at 20% which will be expensive for most small councils. Clarification on what will happen with Local Government employees was awaited.

133.2/09 To adopt the ACAS Code of Practice 1 on Disciplinary and Grievance Procedures

It was **RESOLVED** to adopt the ACAS Code of Practice 1 on Disciplinary and Grievance Procedures. This now supersedes the existing Council policy

134/09 CORRESPONDENCE FOR ACTION

There was no correspondence for action.

**The Next Meeting of Avening Parish Council will be held on
Thursday 20th May, 2010 at 7.30 pm
At Avening Memorial Hall**

There being no further business the meeting was closed at 9.45pm