

COLD ASTON PARISH COUNCIL MEETING

MINUTES FOR THE COUNCIL MEETING HELD ON WEDNESDAY 10TH July 2019
AT THE VILLAGE HALL COLD ASTON, Starting at 6.45pm

Welcome from Chair of meeting

Public Participation – Allotment representative attended and the following points were discussed

No2 has been given up –

Plot to be offered to next person on waiting with tenancy to start in October

Unattended plots – Clerk to write to ask them to tidy up or give up- tenancy will not be renewed unless plots are tended

Parish Boundary map to be located

Stuart spoke regarding parish website- see agenda item –

Scanned copy of declaration of interests to be put on website

Public session closed at 18.58

- 1 Attendance recorded as
Parish Councillors’ Andrew Bullock (Chair), Paula Marchant, Ben Morris, Yvonne Nicholas and Greg Pearce. Apologies from County Councillor P Hodgkinson and District Councillor Richard Keeling
- 2 There were no Declaration of Interests for any interests on matters of the agenda.
- 3 Council approved the minutes of the meeting held on 22nd May 2019 which were then duly signed
- 4 Council considered planning applications received
19/01852/FUL – Daisy Cottage – Single storey extension - noted
19/02030/LBC – Manor Farm – single storey side extension- noted
- 5 Council agreed changes to updating website as per recommendation from current webmaster
 - A. New hosting company approx. £60-£80 pa and additional cost for domain name
 - B. Overhaul and new look
 - C. Change of webmasterCouncil agreed to above points and domain name ownership to transfer Stuart Jackson
- 6 Payments approved as presented with documentation
 - A. Outgoing clerk salary May **£163.10 Net (Gross approved at May meeting)**
 - B. New Clerk salary May £155.58 paid by standing order (approved in principal at May meeting)
 - C. Clerk salary June £155.58 (paid by standing order)
 - D. PAYE for New and outgoing Clerk for May £55.20 (approved in principal at May meeting)
 - E. PAYE for June £38.80
 - F. **CGS April grass cutting £132.00**
 - G. **CGS May grass cutting £132.00**
 - H. **CGS June grass cutting £132.00**
 - I. **Clerk expenses as per claim £53.95**
- 7 Council noted feedback from new Councillors training day
 - A. Authorised “the good councillors’ guide “ at a cost of £3.50 per copy -5 copies to be ordered
 - B. Agreed Councillors’ to set up separate email address for council work
 - C. To review standing orders, financial regulations, code of conduct policy and action plan at September meeting and thereafter annually
 - D. A map of the parish boundary would be useful
 - E. Cooperative Shops offer grants up to £2500 per project

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8 Financial reports

Council noted Treasurers account balance of £28,002.42 to 31/5/19 -sheet 80

Council approved financial reports as attached. Format for budget comparison to be looked at and adjusted

Council noted Community fund balance of £8445.10 from **1/1/15 and as at 22/5/19**

Internal control checklist signed by Chairman.

9 Dates of next meeting **agreed as 11/9/19 at 6.45pm**

10 Any other business for information purposes – no decisions can be made at this point

*Reports from County and District Councillor not available

*Tree Survey – Confirmed that trees on verges belong to Glos Highways.

- Allotment trees belong to Council and should be surveyed.
- Trees in Village should also be included in survey.
- Also include Walnut tree outside Village Hall is reported as being too large and may interfere with the Sycamore tree
- Cllr Pearce/ Cllr Bullock to obtain quotations for Council to agree at next meeting

*Parish Plan reviewed 2 years ago. To be put on September 2019 agenda. Available on website

* Highways –

- Cllr Bullock has contacted Glos Highways regarding path in front of “The Firs”
- Cllr Morris felt that the grass verges are encroaching onto the roads and in places becoming overgrown.
- Cllr Pearce will report a very large pot hole in road towards the Fosseway

*Allotments –

- map of allotments- clerk to send to Cllr Nicholas
- Gateway access to be item on September 2019 agenda

Councillors to email clerk for any item to be included on future agendas

*to be a standard item on future agendas

Meeting closed at 8.20 pm

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BANK RECONCIATION				
01/04/2019	OPENING BANK BALANCE	24876.56		
	EXPENDITURE FOR PERIOD	-1142.45		
	INCOME FOR PERIOD	3593.60		
	NET EXPENDITURE/INCOME		2451.15	
31/05/2019	BANK BALANCE	27327.71		
31/05/2019	BAL PER S/M	80		28002.42
		U/PRESENTED	-350.03	
			-67.58	
			-55.20	
			-38.80	
			-163.10	
				-674.71
				27327.71

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<u>BUDGET ANALYSIS</u>	<u>BUDGET</u>	<u>Y TO DATE</u>	<u>BALANCE AVAILABLE TO SPEND</u>	<u>OVERSPENT</u>	<u>WAITING TO BE RECEIVED</u>	
PRECEPT	4250.00	3188.00			1062.00	
VAT REFUND RECEIVED	0.00	416.60	416.60			
VAT to be REFUNDED	0.00	11.00			11.00	
EMPLOYMENT COSTS	1500.00	705.78	794.22			
HIRE OF VENUE	0.00	25.00		25.00		
SUBSCRIPTION TO GAPTC	175.00	67.58	107.42			
AUDIT	250.00	0.00	250.00			
INSURANCE	380.00	350.03	29.97			
USE OF HOME	0.00	36.00		36.00		
WEBSITE	100.00	0.00	100.00			
GRASS MOWING	1300.00	66.00	1234.00			
VERGE MOWING	0.00	-194.44	194.44			NET RECEIPT
ALLOTMENTS	350.00	55.00	295.00			
MILEAGE	0.00	31.50		36.00		
MISC	75.00	0.00	75.00			
ADMINISTRATION COSTS	50.00	0.00	50.00			
MAINTENANCE OF ASSETS	250.00	0.00	250.00			
OVERSPEND PREDICTED	-180.00	0.00	-180.00			
YEAR TO DATE TOTALS	0.00	2451.15	3546.65	97.00	1073.00	
BALANCE AVAILABLE TO SPEND			2376.65			

accounting statements		
box 1	balances bfwd	24877
box 2	precept	3188
box 3	total other receipts	417
box 4	staff costs	706
box 5	loan interest/capital	0
box 6	other payments	448
box 7	balances cfwd	27328
box 8	cash and bank	27328
box9	fixed assets	11397
box 10	total borrowings	0