

DRAFT MINUTES OF DRIFFIELD AND HARNHILL PARISH COUNCIL MEETING IN THE MARKET CANTEEN 7:00 PM TUESDAY 8th JULY 2014

Present:	Chair	Cllr A. Whitaker Cllr B. J. Ford (John Ford) Cllr A. Norris Cllr N. White
	CDC Councillor	David Fowles

Four parish residents were in attendance.

APOLOGIES

GCC Cllr Parsons did not attend the meeting.

MINUTES OF PARISH COUNCIL AGM OF MAY 13th 2014

All Cllrs confirmed the Minutes' contents as accurate record.

RESOLUTION It was proposed by Cllr Norris, seconded by Cllr White that: the draft is a true and accurate record of the Parish Council AGM of May 13th 2014.

The motion was carried unanimously.

Action: Cllr Whitaker signed the minutes, Clerk to file.

MATTERS ARISING FROM PREVIOUS MINUTES

Cllr Whitaker asked Mrs Susan Philips for progress on procurement of a contractor to do the required refurbishment work on the War Memorial.

Mrs Philips said a quote of £500 plus VAT for cleaning, sealing and repainting names had been received by the PCC from Northcot Construction, Cricklade, and handed a copy to members. She added the £125 grant from CDC was also received and available and would be remitted to the PC's account, as agreed.

Cllr John Ford said the Agricultural Centre would be pleased to provide the balance of the total sum needed to pay the contractor, with the exclusion of VAT, which is refundable.

CDC Cllr Fowles addressed Mrs Philips' query on traffic control signage at the Agricultural centre entrance/exit, saying he would continue to pursue the matter with GCC Cllr Shaun Parsons and Glos Highways.

REPORTS

CLERK'S REPORT

There has been little more than normal activity since the scheduled PC meeting of May 13th, with just the extra requirement to publicly declare the vacancy for candidacy and subsequently initiate a co-option procedure, consequent to the resignation of Cllr Mrs Ford. The formally approved Annual Audit Return form was sent to Grant Thornton to enable the statutory inspection of the PC's fiscal activity. They have returned the form, received by me this day, with notification of their satisfaction with the figures submitted, with no charges.

The email of a signed scan and a Microsoft Word copy of the Summons/Agenda for this PC Meeting was emailed on Wednesday July 2nd to all Parish Councillors. A signed hard copy of the summons/agenda was put on display on both parishes' notice boards on the morning of Thursday July 3rd to observe the obligation to announce imminent PC Meetings; a detailed copy of the agenda was also emailed to the current list of parish residents.

The most recent bank statement for this Parish Council's sole account, issued the 6th June, shows the PC's funds at £3,454.32 in credit. Cheque number 153, issued to Community First Trading, to amount £180.35, is not yet accounted for. The figure confirms payment of the

CDC Youth Activity Grant of £284, paid in on 29th May.

CDC CLLR FOWLES'REPORT

Cllr Clive Bennett is the newly appointed Chair of Cotswold District Council and Cllr Hancock 'crossed the floor' and is now a cabinet member. Income from car parking charges will be invested in resurfacing, equipping them for electronic payment, adapting to provide more disabled spaces and cater for the larger 4x4 vehicles. Joint working between neighbouring authorities has so far enabled £1.25m and an intention to let some of the CDC office premises, preferably to a charity based organisation, will reap more. Finally, feedback from the Electoral Boundaries Commission conclusions is due in September.

PLANNING – RESOLVE

14/02236/FUL; Stable Cottage, Driffield, Cirencester, GL7 5PZ. Replacement dormer and first floor window on south elevation and bi-folding doors to west elevation.

No member was aware of any reason for objection to the application.

RESOLUTION It was proposed by Cllr Whitaker, seconded by Cllr Norris that: the Council agree to changes outlined in the application 14/02236/FUL as specified.

Motion was carried unanimously.

Action: Clerk to inform CDC Planning of the PC's decision.

FINANCE – RESOLVE**(i) War Memorial Restoration;**

Chair extended the parish's thanks for the offer of complementary funds to Cllr John Ford and to Mrs Philips for the PCC's input and procurement of a suitable quote for the required work.

RESOLUTION It was proposed by Cllr Whitaker, seconded by Cllr Norris that: council accept the Northcot Construction quote for restoration of the War Memorial.

Motion was carried unanimously.

Action: Clerk to issue purchase order to Northcot Construction for completion by 2-08-2014.

(ii) Youth Activity Grant;

Motion was postponed on this until discussion with Ampney Crucis is brought to conclusion.

(iii) Clerk Expenses; Cllrs examined claim for the Clerk's expenses outstanding at 8-07-14.

RESOLUTION It was proposed by Cllr Whitaker, seconded by Cllr Norris that:

Clerk's claim for £22.91 expenses to July 8th 2014 is accepted.

Motion was carried unanimously.

GOVERNANCE – RESOLVE *Co-option Candidates;*

Cllr Whitaker introduced Mrs Anna Lockhart, of Harnhill, as applicant for the vacant seat.

Members agreed Mrs Lockhart's credentials and local standing were excellent qualification.

RESOLUTION It was proposed by Cllr Whitaker, seconded by Cllr White that:

Mrs Anna Lockhart is co-opted onto the Driffield and Harnhill Parish Council.

Motion was carried unanimously.

Action: Clerk to manage completion of statutory documentation with Cllr Mrs Lockhart.

CORRESPONDENCE None for circulation.**REPORTS/ITEMS FOR INFORMATION**

Cllrs Whitaker and Norris signed cheques pertaining to:

Joint; Clerk salary, nett, June/July 2014 @ NJC approved SCP 18 substantive rate plus Clerk expenses to 08/07/14; also April/May/June 2014 Clerk Income tax to HMRC.

Cllr Norris said work is still needed to clear ditches at Ampney Crucis end of Harnhill, a result to which he would seek progress.

Chair closed the Meeting at 7:52 pm; announced the next scheduled meeting of the Parish

Council is to convene in the Market Canteen at 7:00pm on September 9th.