

Minutes of Temple Guiting Parish Council Meeting

Held on Wednesday 29th July 2020 at 7.30pm

in Temple Guiting Village Hall

Councillors present: Michael Krier, Val Littlewood, Kate Mather, Val Brown, Rex Bovill, Jayne Ewart Perks.

Public: Three members of the public were in attendance. The Chairman also welcomed Gloucestershire County Council Councillor Nigel Moor, who addressed the meeting at agenda item 3.

1. **Apologies for absence:** Apologies received in advance from Cllr Stephen Gower.
2. Declarations of interest in items on the Agenda (Localism Act 2011): None.
3. **Points from the floor:** The Chairman welcomed Gloucestershire County Council Councillor Nigel Moor, who then addressed the meeting.

A member of the public also spoke, to thank the Recreation Society for allowing the school to use the hall for teaching under Covid-secure guidelines. This has meant that Temple Guiting School has had the added space to welcome all pupils back to lessons. This is doubtless a great benefit to the children's development. Temple Guiting is one of the very few schools in Gloucestershire which has been able to do this.

Cllr Nigel Moor addressed the meeting with his report (available on the Temple Guiting Parish Council website in full). Highlights included:

Climate change – an unexpected benefit of the Coronavirus pandemic is that GCC will have reduced its carbon emissions by 80% by the end of the year (compared with 2010 figures).

Active travel – pop-up wider pavements have been introduced in busy areas and will become permanent in future. The dedicated cycle route between Gloucester and Cheltenham has been accelerated with the first section between Gloucester city centre and the university campus already in place.

Waste recycling – all recycling centres have re-opened and visitor levels are now 88% of pre-Covid levels. Providers Ubico have been very flexible during the crisis. **No** domestic waste goes to landfill in Gloucestershire as any unrecycled items are incinerated to produce electricity.

Local Transport Plan Review – Cllr Moor has requested that the Lorry Management Zone currently in place south of the A40 be extended to the B4077 to reduce the number of non-quarry HGVs in the quarry zone. However, it was noted that the majority of HGVs on that road were quarry vehicles and that it would not be possible to restrict their movements. Cllr Moor offered to arrange 24/7 traffic surveys of the road, recommending that they take place in September. The data could then be used in the LTP Review.

4. **Approval of the previous meeting's minutes:** Council approved the minutes of the meeting of 5th February 2020 as a true record of the meeting. The Chairman duly signed the minutes. **Action: Clerk to post to website.**
5. **Chairman's announcements:** The Chairman announced that he had produced a new document for the noticeboards emphasising the large number of villages served. He confirmed that Annual meetings and elections had been rescheduled for 6th May 2021.

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6. **Clerks Report:** The Clerk's report had been circulated to Councillors before the meeting. The bank/cash book reconciliation was approved and signed.
7. **Planning**

The Chairman reported that the site meeting arranged to view 20/00727/FUL Hyde Colt and 20/00620/FUL Gyting Broc (retrospective) had been cancelled due to the Coronavirus pandemic. Councillors views were instead collected via email. All responses were recorded, compiled using a standard form and submitted to the CDC planning portal. This method will continue to be used in future. Site meetings will only be held, Covid-permitting, where an application is potentially contentious. The Chairman noted that some tree applications were being approved without reference to the Parish Council.
8. **Website hosting**

Following a report from the clerk, Cllr Littlewood proposed and Cllr Mather seconded and councillor resolved to change provider to GoDaddy, to request a fixed cost migration at £100 and to implement any necessary accessibility improvements required by legislation. **Action: Clerk to arrange migration, make any further amendments necessary to replicate the site and meet regulatory requirements on the new system**
9. **Highways**
 - 9.1 **VAS equipment (Vehicle Activated System)**

Cllr Krier and Rob Graves, on behalf of the Speedwatch group, had reviewed the positioning of VAS posts three times and agreed these with Highways. However, Kineton residents expressed a preference for a different location in their village. Highways have been asked to make the change but this has not been confirmed.

Although the equipment had been researched in 2019, it was felt that technology may have improved and that, if possible, a VAS with ANPR would be more effective. **Action: Clerk to research further options.** The equipment will be bought once the posts are in place. **Action: Chairman to check with Cllr Nigel Moor whether his promised contribution of £1000 will still be available.**
 - 9.2 **Highways activities**

After considerable effort on the part of the council, Highways has installed 'slow down' signage and 'Ford village' signs on the B4077. Highways have also significantly improved the passing place at Lynes Barn, following persistent requests by TGPC. Similarly, the signs at Trafalgar Cross had finally been replaced. The Chairman also noted the considerable road improvements were being carried out. **Action: Chairman to thank Highways representatives by email.**
 - 9.3 **Recreation field car parking**

The parking area outside the village hall is to be extended at the request of the school. The Landlord has approved the proposed works, which will be carried out before September.
10. **Quarry Stakeholder Meeting Working Party**

Cllr Ewart Perks reported that due to the Coronavirus pandemic, the AONB had not been able to progress the actions from the initial meeting but that the QSMWP could progress with the following actions: commission a survey of the air quality and environment at Ford by ERS, funded by GCC. ERS has not responded to previous requests from the group; review of the current permits for quarrying activities at the 6 local quarries. This data, together with the traffic surveys offered by Cllr Moor, could be used in the next Quarry Stakeholder meeting.

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11. Grants for the financial year 2020/21

11.1 Cotswold Friends. Councillors resolved to donate £100 to Cotswold Friends.

11.2 North Cotswold Food Bank. Councillors resolved to donate £100 to North Cotswold Food Bank.

11.3 Temple Guiting Recreation Society. Councillors resolved to donate £500 to the Recreation Society for the maintenance and improvement of the playground/village hall. Cllr Littlewood, as chairman of the TGRC noted that the surface of the play area needed to be improved but the cost could be prohibitive and that an alternative might be to improve selected areas only. Councillors noted that the £3,500 re-integrated to general funds recently could potentially be used to fund this improvement. **Action: Cllr Littlewood to provide measurements, Clerk to obtain quotes and research any possible charity funding available.**

11.4 St Mary's Church – Councillors resolved to donate £500 for the maintenance of the burial ground. **Action: Clerk to arrange donations electronically.**

12. Training. Councillors agreed to fund training for new councillor Jayne Ewart Perks at a cost of £50. **Action: Clerk to make arrangements.**

13. Insurance. The clerk reported on policy options for 20/21. Councillors decided to insure with Community First at a cost of £235.54. **Action: Clerk to arrange payment**

14. Finances

14.1 Financial position. Councillors noted the current financial position and the Chairman signed the reconciliation in the Clerk's report. The following payments were approved:

Chq/Epay	Payee	Description	Value
Epay	M Freeman	Clerk's salary April/May/June/July	622.60
Epay	GAPTC	Annual subscription	105.58
Epay	GAPTC	Audit	165.00
Epay	M Freeman	Expenses – ink	54.75
Epay	TG Recreation Society	Rental of village hall	70.00
Epay	GAPTC	'Better Councillor' training	50.00
Epay	TG Recreation Society	Grant for playground/village hall maintenance.	500.00
Epay	Ian Piper	Domain renewal 2017 – 2020@£15 p.a.	60.00
Epay	St Mary's Church	Grant for maintenance of burial ground	500.00.
Epay	Cotswold Friends	Support for local people.	100.00
Epay	North Cotswold Foodbank	Support for local people needing food.	100.00
Epay	Community First	Annual insurance	235.54

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Clerk to Temple Guiting Parish Council: templeguitingparishcouncil@yahoo.co.uk or 07736 706805

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14.2 Audit. Clerk outlined the minor points which the auditor raised. Clerk is awaiting signed copy of the formal Annual Internal Audit Report from the auditor. Councillors resolved that the clerk should address the following issues. **Action: Clerk to:**

- * ensure standing orders are approved formally (see 14.4)
- * review banking arrangements every 3 years
- * ensure each individual Regulation to be approved annually as a separate item
- * register with the Pensions Regulator even if no pension is being awarded.
- * Ensure rental payments to the Recreation Society are requested by invoice.

14.3 Annual Governance and reporting 2019/20. Councillors noted and approved the AGAR documents for 2019/20, which the Chairman then signed.

- * Certificate of Exemption
- * Annual Governance Statement
- * Accounting Statements.

14.4 Standing orders. Councillors resolved to approve the following standing orders:

Monthly PATA payroll services @ £23.50 p quarter
Bi-annually Praedium Property rental @ £50 in January and July.

Action: Clerk to arrange payments.

15. Next meeting:

Councillors resolved to hold the next meeting at 7.30 p.m. on Wednesday 7th October 2020, with the following meeting scheduled for 2nd December 2020. Both meetings are subject to Covid-secure government guidelines for meetings.

There being no further business, the Chairman closed the meeting at 8.38 p.m.

Signed