**Temple Guiting Parish Council**

Clerk’s Report for

**Thursday 5th July 2018 to Monday 3rd September 2018**

(Points numbered according to the minutes of the last meeting.)

**4. Minutes.** Clerk has posted the previous minutes to the website and the noticeboards.

**6. Planning**

Clerk has posted ‘non objection’ comments to the CDC planning portal for 18/02042/FUL Change of use of land to an overflow car park at Cotswold Farm Park; and 18/02306/TCONR Prune Cherrry tree at Sheepfold, Ford Farm Cottages.

**7. Highways and Minerals Plan**

Clerk has posted TGPC response to new Minerals Plan to Gloucestershire County Council website and forwarded email from Cllr Moor to public attendees at the last meeting.

The 1 mile plate for the ‘road narrows’ sign agreed with Rhodri Grey of Gloucestershrie Highways has not yet been installed. Clerk has reminded them, as well as asking that the ‘Slow’ sign painted on the road between Kineton and Barton is refreshed.

**11. Allotment tree works**

Tree work to the allotments has been completed. Invoice has been paid electronically (second approver Val Littlewood). **14 (f) Allotment invoices** have been sent out.

**12. GDPR**

Amended standing orders ( which include privacy policy and what the council does with personal data, to comply with GDPR) have been uploaded to the website along with ‘data requests’ procedures.

**13. Insurance**

Clerk has arranged insurance and paid electronically (second approver Val Littlewood).

**14. (a) Internal audit**

Clerk has included review of Internal Audit and action taken in September’s agenda.

**Misc (inc. carried over from previous meetings)**

* Speedwatch. Training has taken place for Kineton team but the first session had to be cancelled as PC Symes, who was to accompany the team and who was bringing the equipment, was called to a number of incidents that night. A new date is being organised.
* Royal Mail, having said that they would replace the postbox at the school in mid June, have now decided that the old location is dangerous and have surveyed other possible sites. TGPC has suggested 2 possible locations. Latest email from Royal Mail said that 'the paperwork would be submitted’ on Friday 17th August and that they would be in touch when the decision on a new location was ‘in hand’.
* The defibrillator at Temple Guiting needed a new battery and the defibrillator at Kineton needed new electrodes. Both have been replaced and the invoices paid electronically (second approver Val Littlewood).
* Clerk has pursued possibility of s106 quarry payments fund with Glos Planning Enforcement and with CDC. Latest email is to a new contact at Gloucestershire CC – Sophie Thomas.
* Clerk has emailed TG School re: ‘grass maintenance’ payment requirements for 2018/19 and 2017/18. The last payment was in July 2016.
* Clerk has posted comments from the planning site visit to Colmans (18/02790/FUL - Demolition of timber bungalow and erection of replacement dwelling) to the planning portal.
* Clerk ordered and delivered parts for the phone box refurbishments.