

## Clerk's report to the March 5<sup>th</sup> meeting of Temple Guiting Parish Council

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# **Temple Guiting Parish Council**

## **CODE OF CONDUCT**

Reviewed at a meeting of Temple Guiting Parish Council on 5<sup>th</sup> March 2025 at agenda item 7 (a)

## **Purpose of the Code of Conduct**

The purpose of this Code of Conduct is to assist you, as a councillor, in modelling the behaviour that is expected of you, to provide a personal check and balance, and to set out the type of conduct that could lead to action being taken against you. It is also to protect you, the public, fellow councillors, local authority officers and the reputation of local government. It sets out general principles of conduct expected of all councillors and your specific obligations in relation to standards of conduct.

The LGA encourages the use of support, training and mediation prior to action being taken using the Code. The fundamental aim of the Code is to create and maintain public confidence in the role of councillor and local government. The Code has been developed from the 'Seven Principles of Public Life' which are listed in Appendix 1.

The rest of this document is an outline of the Code of Conduct. A fuller version is available [here](#) and [guidance notes](#) are also available.

## **Standards of councillor conduct**

This section sets out your obligations in two parts – General Conduct, and Protecting your Reputation and the Reputation of the Local Authority. These are the minimum standards of conduct required of you as a councillor. Should your conduct fall short of these standards, a complaint may be made against you, which may result in action being taken.

### General Conduct

#### 1. Respect

As a councillor:

1.1 I treat other councillors and members of the public with respect.

1.2 I treat local authority employees, employees and representatives of partner organisations and those volunteering for the local authority with respect and respect the role they play.

#### 2. Bullying, harassment and discrimination

As a councillor:

2.1 I do not bully any person.

2.2 I do not harass any person.

2.3 I promote equalities and do not discriminate unlawfully against any person.

#### 3. Impartiality of officers of the council

As a councillor:

3.1 I do not compromise, or attempt to compromise, the impartiality of anyone who works for, or on behalf of, the local authority.

#### 4. Confidentiality and access to information

As a councillor:

4.1 I do not disclose information:

a. given to me in confidence by anyone

b. acquired by me which I believe, or ought reasonably to be aware, is of a confidential nature, unless

i. I have received the consent of a person authorised to give it;

ii. I am required by law to do so;

iii. the disclosure is made to a third party for the purpose of obtaining professional legal advice provided that the third party agrees not to disclose the information to any other person; or

iv. the disclosure is:

1. reasonable and in the public interest; and

2. made in good faith and in compliance with the reasonable requirements of the local authority; and 3. I have consulted the Monitoring Officer prior to its release.

4.2 I do not improperly use knowledge gained solely as a result of my role as a councillor for the advancement of myself, my friends, my family members, my employer or my business interests.

4.3 I do not prevent anyone from getting information that they are entitled to by law.

#### 5. Disrepute

As a councillor:

5.1 I do not bring my role or local authority into disrepute.

#### 6. Use of position

As a councillor:

6.1 I do not use, or attempt to use, my position improperly to the advantage or disadvantage of myself or anyone else. Your position as a member of the local authority provid

#### 7. Use of local authority resources and facilities

As a councillor:

7.1 I do not misuse council resources.

7.2 I will, when using the resources of the local authority or authorising their use by others:

a. act in accordance with the local authority's requirements; and

b. ensure that such resources are not used for political purposes unless that use could reasonably be regarded as likely to facilitate, or be conducive to, the discharge of the functions of the local authority or of the office to which I have been elected or appointed.

#### 8. Complying with the Code of Conduct

As a Councillor:

8.1 I undertake Code of Conduct training provided by my local authority.

8.2 I cooperate with any Code of Conduct investigation and/or determination.

8.3 I do not intimidate or attempt to intimidate any person who is likely to be involved with the administration of any investigation or proceedings.

8.4 I comply with any sanction imposed on me following a finding that I have breached the Code of Conduct.

#### Protecting your reputation and the reputation of the local authority.

#### 9. Interests

As a councillor:

9.1 I register and disclose my interests.

#### 10. Gifts and hospitality

As a councillor:

10.1 I do not accept gifts or hospitality, irrespective of estimated value, which could give rise to real or substantive personal gain or a reasonable suspicion of influence on my part to show favour from persons seeking to acquire, develop or do business with the local authority or from persons who may apply to the local authority for any permission, licence or other significant advantage.

10.2 I register with the Monitoring Officer any gift or hospitality with an estimated value of at least £50 within 28 days of its receipt.

10.3 I register with the Monitoring Officer any significant gift or hospitality that I have been offered but have refused to accept.

## Appendices

### Appendix A – The Seven Principles of Public Life

The principles are:

#### Selflessness

Holders of public office should act solely in terms of the public interest.

#### Integrity

Holders of public office must avoid placing themselves under any obligation to people or organisations that might try inappropriately to influence them in their work. They should not act or take decisions in order to gain financial or other material benefits for themselves, their family, or their friends. They must disclose and resolve any interests and relationships.

#### Objectivity

Holders of public office must act and take decisions impartially, fairly and on merit, using the best evidence and without discrimination or bias.

#### Accountability

Holders of public office are accountable to the public for their decisions and actions and must submit themselves to the scrutiny necessary to ensure this.

#### Openness

Holders of public office should act and take decisions in an open and transparent manner. Information should not be withheld from the public unless there are clear and lawful reasons for so doing.

#### Honesty

Holders of public office should be truthful.

#### Leadership

Holders of public office should exhibit these principles in their own behaviour. They should actively promote and robustly support the principles and be willing to challenge poor behaviour wherever it occurs.

### Appendix B - Registering interests

Within 28 days of becoming a member or your re-election or re-appointment to office you must register with the Monitoring Officer the interests which fall within the category 'Disclosable Pecuniary Interests'. You should also register details of other personal interests which fall within the category 'Other Registerable Interests'. Interests should be registered on the form provided by Temple Guiting Parish Council as copy of which is available [here](#). The form includes definitions of each category.

## **Agenda item 7 (b) – ICO registration**

Although TGPC doesn't generally do the things on the list (e.g. provide local services or generate profit) it may be necessary to register with the Information Commissioners Office because TGPC holds details of people who can be identified e.g. councillors, people who have opted in to receive communications from TGPC. This is the email ICO sent:

*A Parish Council is not exempt from having to register and pay the fee. A Parish Council is a statutory body with statutory functions so cannot usually rely on any of the exemptions from having to register and pay the fee.*

*A Parish Council would usually be required to register as they are processing data for the provision of local services, also campaigns, public relations, and fundraising, all of which are purposes of data which are not exempt from registration. If a Parish Council is processing data electronically, including word processing and the maintenance of a website, which may include advertising and marketing for others, they would be unable to rely on the exemptions and therefore be required to register.*

*Further to this, as a Parish Council is a statutory body with statutory functions, they cannot be classed as a 'not for profit' organisation.*

### **This is the list of exemptions:**

Generally speaking, you have to pay a fee if you are processing personal data as a controller. But there are some exemptions. You don't need to pay a fee if you are processing personal data only for one (or more) of the following purposes:

- Staff administration.
- Advertising, marketing and public relations.
- Accounts and records.
- Not-for-profit purposes.
- Personal, family or household affairs.
- Maintaining a public register.
- Judicial functions.
- Processing personal information without an automated system such as a computer.
- Since 1 April 2019, members of the House of Lords, elected representatives and prospective representatives are also exempt.

Agenda item 7(c) - Risk Management review

Temple Guiting Parish Council Risk Management Policy

Assessment Scoring: 1 = low; 2 = low/medium; 3 = medium/high; 5 = high

Activity	Risk	Cause	Effect	Likelihood	Severity	Score	Actions
<b>1. Finances</b>	Sudden large expenditure required or excessive under budgeting	Unforeseen problem / Poor budgeting	Service not provided. Lack of confidence in council. Inability to carry out functions. Insufficient funds for contingencies	1	3	<b>4</b>	Council has some reserves. Insurance in place to cover major risks. Budget reviewed regularly against expenditure and planned expenses
<b>2. Finances</b>	Fraud/unlawful spending	Inadequate controls	Loss of funds	1	5	<b>6</b>	Annual internal audit. Bank balances reported at every meeting. Reconciliation at every meeting. Online bank transactions approved by 2 authorised signatories. Cheques and stubs signed by 2 signatories once payments have been approved by the Parish Council. All payments approved at meetings



							and noted in minutes. Clerk to ensure legal powers available.
<b>3. Finances</b>	Non payment of, or reduction in, precept.	Government spending cuts.	Services cannot be provided.	1	5	<b>6</b>	Reserves available for 3 months operations.
<b>4. Contractors</b>	Contractors not supplying services	Unavailable due to illness, poor weather	Poor services	0	0	<b>0</b>	No contracts in place. Informal contract for hedge cutting and snow clearing by snow warden. GCC funds snow warden.
<b>5. Parish Council records and archives</b>	Loss of Parish Council records and archives	Fire, flood, theft, computer hacking/crashing at Clerk's address.		1	1	<b>2</b>	Lodge archived records with Gloucestershire County Council's Archives Office. Take 6 monthly backup copies of electronic documents to a memory stick. All documents stored on OneDrive.
<b>6. Records</b>	Loss of documents on Clerk's computer or loss of clerk's computer	Computer crash, fire, theft, flood	Loss of records	1	5	<b>7</b>	Documents stored on OneDrive and backed up to memory stick twice per year. Signed minutes kept as hard copies. Agendas, minutes & policies held

							on parish council website. TGPC email system open for Chair/Vice Chair to use.
<b>7. Clerk to the Parish Council</b>	Unavailable	Resignation, illness	Work of the Parish Council cannot be carried out	2	5	<b>7</b>	Urgent work carried out by the Chairman and other Councillors. Contact GAPTC about availability of temporary cover. Advertise vacancy if permanent.
<b>8. PC Meetings</b>	Accommodation unavailable for meetings	Damage to Village Hall	Meeting room unavailable	1	2	<b>3</b>	Use nearby village church, village hall or similar amenity
<b>9. Membership of the Parish Council</b>	Vacancies on council	Resignation, retirement, insufficient nominations at elections	Meetings cannot be held due to not being quorate	2	5	<b>7</b>	Identify on an unofficial basis local residents who might be interested in becoming councillors.
<b>10. Assets - general</b>	Damage	Vandalism, accident, storms, theft	High cost of repair. Loss of assets. Disruption. Damage to public property or person.	2	2	<b>4</b>	Insurance cover. Up-to-date register of assets kept. Regular checks on assets carried out by councillors and clerk. Annual review of risk to each asset and adequacy of insurance cover.

<b>11. Assets - lease for village hall and recreation field</b>	Lease terminated	Actions of landlord/ TGPC / VHRC/TG school/guests	Nowhere for school to have lunch or events. Nowhere for village to hold events. Nowhere for visitors to park.	1	5	<b>6</b>	Rolling 3 year lease signed. Regular meetings with landlord and reports from VHRC. Fund built up for possible legal costs.
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<b>12. Assets - Allotments</b>	Falling trees or vegetation or gate opening into road.	Lightning/ rotten tree/plants/gate left unfastened.	Accidental damages suits. Traffic accident due to open gate.	1	5	<b>6</b>	Insurance policy. Regular survey and removal of dangerous vegetation/trees. Considering sign asking users to close the gate.
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**Agenda item 7 (d) Asset review and risk inspection checklist**

**Temple Guiting Parish Council – Asset list and checklist for risk inspection**

<b>Asset</b>	<b>Checked</b>	<b>Date</b>	<b>Comments</b>
Defibrillator – Temple Guiting	Y - VL	Monthly	Checked monthly and logged with Community Heartbeat Trust.
Defibrillator - Kineton	Y -VL	Monthly	Checked monthly and logged with Community Heartbeat Trust.
Phone box – Temple Guiting	Y - KM		Restored 2018. Excellent condition. Monitored regularly.
Phone box – Kineton	Y - clerk	20/11/24	Restored 2018. Excellent condition. Includes new noticeboard.
Phone box - Ford	Y - clerk	20/11/24	Restored 2021. In good condition.
Dog waste bin @ Village Hall	Y - KM		In good condition.
Dog waste bin @ Ford	Y -SBC		In good condition.
VAS post – opp old post office	Y- MK		In excellent condition.
VAS post – opp the school	Y- MK		In excellent condition.
VAS post – nr The Plough Ford	Y- MK		In excellent condition.
VAS post – nr Ford Manor	Y-JEP		New post installed in 2024.
VAS equipment	Y- SBC		2 x solar powered and 2 x battery powered. In excellent condition.
Coronation bench	Y- MK		In good condition.
Coronation plaque	Y- MK		In good condition.
Cllr Newman's plaque	Y - MK		Installed 2017. In good condition
Cllr Newman's tree guard	Y - MK		Installed 2017. In good condition.
Noticeboard - Kineton	Y- clerk	20/11/24	Noticeboard now inside the renovated phone box. Excellent condition.
Noticeboard – TG Village hall	Y - clerk	20/11/24	Good condition.
Noticeboard – Ford	Y - clerk	20/11/24	New noticeboard and installed 2025.
Noticeboard – TG 'The Green'	Y - clerk	20/11/24	Poor condition, doors stick in wet weather and backboard has degraded.
Allotments	Y- MK		Two vacant plots. Consider sign asking allotment users to make sure the gate is closed when entering and leaving to avoid possible traffic accidents.

## **Agenda item 8 (a) Comments between meetings**

### **Comments on planning application 24/03882/FUL Little Farmcote, conversion of Outbuildings for use as an Annex.**

Temple Guiting Parish Council has no objections to this application provided the following are adopted as conditions to the planning proposal. The recommendations were supplied by Eastabrook Architects in their email on 10<sup>th</sup> February 2025:

#### **1. Dark Skies – The following measures will be taken to minimise the level of light pollution from the internal and external lighting planned - in particular from the glazed panels/doors**

- Glazing will be chosen with anti-reflective coatings to reduce light spill/ reflections.
- Curtains or blinds will be installed to further control internal light spill in the evening.
- Lighting will be zoned internally to limit unnecessary light spill from spaces not in use.
- The scope of external lighting has not been defined yet; however downward fittings will be used to prevent sky glow. Any spotlights as required for security purposes will be on motion sensors to reduce unnecessary illumination.

#### **2. Bats and Swallows - the plan to accommodate them**

An Ecologist has carried out Phase 1 and 2 Surveys and has proposed a plan in line with Natural England requirements; please refer to the Ridgeway Ecology Surveys included in the Planning Application.

#### **3. Roof - solar panels in the roofing structure**

As mentioned in the Heritage Statement, there is the potential to include 'natural blue solar slates' on a courtyard facing roof which are visually less intrusive than solar panels. The exact details of this are yet to be confirmed.

#### **4. Drainage - Soak aways**

Soakaways can be situated under a variety of finishes, with the rainwater from the project being directed to the soakaway. This is detailed design element and will be agreed with the Building Control Officer.

#### **5. Air Source heat pump – site and noise minimisation**

The exact location of the ASHP is TBC. The noise will be quieter than a new external Oil boiler, with any potential sound not being heard by anybody apart from the clients.

#### **6. Gates to courtyard - details**

Suitably detailed gates to be subject to a Condition Discharge Application.

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## TEMPLE GUITING PARISH COUNCIL Comments on Oathill Quarry Application 24/0057/CWS73M 9 January 2025

TGPC has reviewed the documents submitted for the Oathill Application for the westward extension of the existing quarry for the purposes of providing walling stone for the A417 road works and strongly objects to the proposal to extend the period of time that excessive HGV movements will continue on the B4077, particularly during August and September, which will not just affect this Parish but also other Parishes across the area.

### **Outline of the proposed extension of high levels of production**

The Application Planning Statement states that the work has environmental benefits by providing walling stone for the A417 roadworks at Birdlip, where extensive excavations and landfill operations are in progress. Given the depth of excavations and exposed rock structures in the cuttings it is surprising that the walling stone could not be produced at the A417 construction site; particularly as the volume of walling stone would be insignificant compared to the volume of stone that is being crushed and used for landfill.

The Oathill Planning Statement (4.13, Table 1) indicates 2 daily loads of walling stone are required over a 2-year period at approx. 5,000 tonnes per year (tpa). Waste materials, from accessing and producing the walling stone would be crushed and exported as agricultural lime and aggregate. This would be approx. 69,000 tpa for two years and will then reduce to approx. 47,000 tpa in year three. The crushed stone exports would have a significant peak in HGV movements during August and September, primarily due to the export of agricultural lime. We note that walling stone will only represent approx. 3.6% of the total proposed exports from Oathill during the requested three-year extension period.

### **Environmental impacts from HGV Movements**

The Environmental Statement dismisses environmental impacts from HGV movements on the grounds that the additional traffic is already permitted for Oathill and therefore there would not be a cumulative impact. It also dismisses amenity impacts of local residents and other road users.

Increased HGV movements in August and September affect local residents, visitors and other road users (including pedestrians, horse riders and cyclists) in this part of the Cotswold National Landscape. This causes a significant loss of amenity due to the size and number of HGVs. Traffic incidents, including discharge of stone onto other vehicles and the local roads have not included the wider area affected by HGV movements from Toddington to Upper Slaughter.

Noise readings, made by the Applicant in June 2024, are included in the supporting documentation but details of the location in Ford on the B4077 (and distance from the carriageway) are not clearly stated. Early morning noise in Ford is dismissed as being due to "wildlife". However, it is interesting to note that the noise readings are very similar to those recorded on the B4077 near the Oathill Quarry. The possibility that it was the same HGV passing through both Ford and the noise monitor by the quarry, seems not to have been considered. More particularly, no comment has been made on the acceptability of the traffic noise which recorded noise levels  $L_{Aeq}$  during daytime hours (07.00 to 23.00) of 62.9 dBA and at night (23.00 to 07.00) of 53.4.

The Hydrock Report (commissioned by TGPC and funded by local residents, Parishes across the area and GCC Councillors) was issued to the GCC Minerals Planning Authority in response to the previous Oathill Planning Application 21/0050/CWS73M. The Hydrock Report states that the noise levels recorded in Ford and Upper Coscombe on the B4077 in October 2022 exceed National Guidelines. Noise levels recorded by Hydrock were similar to those presented by the Applicant!

### **What is the current status of operations at the Oathill Quarry?**

The approved Conditions for Oathill Quarry (Application 21/0050/CWS73M) is based on a number of production phases; the first two of which were based on production rates of 100,000 tpa for a period of three years after which it would reduce to 50,000tpa. The reason given for the increased level of

export was stated to be a need to access the underlying Guiting Gold stone. During the GCC site visit in March 2024 it was noted that the Quarry was approaching the end of Phase 2, a point reaffirmed by the Quarry Management team during the GCC Planning Meeting. From the photographs included with this current application it is abundantly clear from the exposed blocks of stone that Guiting Gold stone are widely accessible across the floor of the quarry. This significantly changes the premise on which the current Conditions for Application 21/0050/CWS73M and the Traffic Management plan is based, as the quarry should already be (or soon will be) reducing exports to 50,000 tpa from 100,000 tpa.

### **Reinstatement Options**

The Oathill reinstatement plan approved in March 2024 was, in our view, a retrograde change from the previously approved scheme. Rock faces may be of interest to some geologists but extensive exposed cliffs with straight lines are not consistent with the rolling hills in this part of the Cotswold National Landscape. The Application goes to great lengths to demonstrate that the quarry is not visible from the surrounding countryside, forgetting that it is clearly visible from the B4077 and Buckle St during the winter, when trees shed their leaves.

Changing use from agriculture to limestone grassland is not an issue. The small quantity of walling stone that will be produced (assuming the A417 Project is unable to supply all of their needs on site) would not, by itself, have a significant impact; however, the extension of the period for higher levels of export, particularly during August and September significantly extends the period that local residents, visitors and other road users are adversely affected by HGV movements.

As the Oathill Quarry already has widespread access to the underlying Guiting Gold stone there is not the same need to crush and export all of the waste material.

Given the operating history at Oathill, where production has exceeded permitted limits over many years, instead of exporting the waste material, a greater proportion should be retained for reinstatement and the extent of exposed rock face could be significantly reduced. This would have the benefits of:

- Providing walling stone for the A417 Project
- Reduce the need for extending the high number of HGV movements
- Improving the overall landscape whilst retaining some cliff faces
- Reduce the risks associated with exposed cliff faces

### **Traffic Management Scheme**

The Traffic Management Scheme should not be used to replace the conditions for permitted export levels. It is a step in the right direction for management of HGVs but it needs application by operators across the whole of the cluster of quarries in our area to be fully effective. There is more that needs to be done with proactive monitoring by the Operators to ensure that corrective measures are proactively made, rather than waiting for reports from local residents or the GCC Enforcement Officers.

High levels of dust from HGVs on the B4077, noted in the Hydrock report, were attributable to passing HGVs. Further measurements on the B4077 would provide a good indication of the effectiveness of the improved cleaning process; safer loading of vehicles and proactive remedial measures taken to clean the local roads. (Periodic dust measurements on the north side of Oathill quarry should also be made to provide assurance that the dust management scheme is effective, particularly as horses are much more sensitive to dust than people)

### **Recommendation: Application 24/0057/CWS73M Oathill Quarry**

Based on the points above the application to extend Oathill Quarry to the west and to maintain exports at 100,000 tpa for an additional three years should be refused. Key points for this are summarised below:

- Fails to clearly present the current stage of work relative to the phases presented in support of application 21/0050/CWS73M, which allowed a temporary increase in HGV movements from Oathill to reach the end of Phase 2 work
- The basis for increased exports to remove waste materials to provide access to Guiting Gold reserves is no longer valid and alternative reinstatement options that utilise a greater proportion of waste materials have not been presented.
- Environmental noise impacts of existing HGV movements have not been presented in the Environmental Statement (thereby avoiding presenting data confirming that the readings exceed UK national guidance limits for noise).
- The supporting documents fail to recognise loss of amenity experienced by local residents, visitors and other road users.
- It is unclear whether the environmental impacts of producing walling stone from a quarry outside of the affected area for the A417 works have been fully assessed.
- Alternative options for dealing with the waste by products when producing the walling stone have not been presented.

Refusing an extension of time for increased HGV movements, requested with this application, would be a step in the right direction towards addressing these concerns, particularly when there are options both to produce walling stone and improve the local landscape.

GCC should be seeking to progressively reduce the number of HGV movements on our local roads, instead of extending the period local residents and visitors to this part of the Cotswold National Landscape are exposed to them. Reducing the peak numbers of HGV movements would be a significant starting point.

The GCC Minerals Local Plan (paragraph 164) is worth noting as it states .. *“strict controls are needed to manage multi-mineral workings ..... to avoid unbalancing the acceptability of such sites due to overly intensified development. The heightened risk of generating unacceptable adverse impacts on the environment and local communities, and /or degrading the quality of valued landscapes ... must be prevented.”*

### **Agenda item 9 – Cotswold National Landscape Board River Water Testing**

Cllr Gower attended an ‘Everyone’s Evenlode’ event which discussed citizen science testing of rivers. The Evenlode group has started up a Windrush group which TGPC could join. Set up cost has been funded by Windrush Action Group (WAG) with money from the Windrush Trust and Cotswold National Landscape Board. Both groups are aligned with WASP – Windrush against sewage pollution.

You have to be trained and then you are provided with the tests. Training is on 1<sup>st</sup> March – no other training currently forecast, and its free. Training is at Heythrop - address t b p.

Year 1 per site annual testing fee is £50 but only £15 per site after that due to funding currently available (running out this week). There is a big testing event in the 3<sup>rd</sup> week of March in which the organisers would like TG to take part. This is in comparison to the official prices on Earthwatch/ FreshwaterWatch £650 for 5 members including 1 year’s kit. .

TGPC does not have to approve this training and anyone (not just councillors) can attend. Two people are needed for each test. So at least 2 people need to attend the training.

Registration is via Sam Frith – [Sfrith@earthwatch.org.uk](mailto:Sfrith@earthwatch.org.uk)

She will provide the link to the app where you record data.



## Agenda Item 10 – Replacement noticeboard for Temple Guiting Village Green

The invoice for the noticeboard installed at Ford was:

### Greenbarnes Ltd:

Product	Quantity	Price
8 x A4 AF58 aluminium noticeboard (Ref: AF58/8A4) Base price £389.07 <ul style="list-style-type: none"><li>• <b>Finish:</b> Powder-coated £24.67</li><li>• <b>Powder-coating colour:</b> Moss Green (RAL6005)</li><li>• <b>Glazing &amp; display materials:</b> Plexichoc (standard)</li><li>• <b>Display panel:</b> Magnetic (standard), supplied with 8 x 25mm diameter magnets</li><li>• <b>Header type:</b> No header</li><li>• <b>Mounting Method:</b> Post-fixing kit for AF58 noticeboards £74.98</li><li>• : Additional lock and pair of keys for AF58 aluminium noticeboard £10.30</li><li>• : 25mm magnets (pack of 10) £13.47</li></ul>	1	£512.49
<b>Subtotal:</b>		£512.49

Shipping:£52.95 via Avanti

VAT:£113.09

Payment method: Direct bank transfer

Total:£678.53

**Agenda Item 11 – ‘Please shut the gate’ Sign on allotment gate (fixings separate)**

Signomatic	White on black oval on engraved plastic 170 x 100	£16.39 + VAT
Safety signs 4less	White on red 300 x 100 Rigid plastic	£5.04+ VAT
	Same on Brushed aluminium	£11.15 + VAT
Marktek	White on green 200 x 65 Engraved plastic	£10.53 + VAT
The Engraved oak Company	Natural wood with 300 x 10 Engraved lettering	£37.50 inc VAT

## Agenda item 12 (b) – Reconciliation

Temple Guiting Parish Council

### Bank Reconciliation

Period 1 April 2024 to 4 March 2025

Current account 02503759	Balance at 4th March 2025	9897.06	
Deposit account 07859616	Balance at 4th March 2025	5387.45	
Less outstanding cheques			0
Reconciled balance		15284.51	
<b>Cashbook summary</b>			
Opening balance 1 April 2024		11338.35	
Add receipts to date		14528.65	
Less payments to date			10582.49
Cashbook balance		15284.51	

Signed:

Chairman .....

Clerk & RFO .....

5th March 2025

## **Agenda Item 13 – New Councillor**

### **Parish Councillor Application – Liza Hanks**

I have lived in Temple Guiting Parish for five years and am passionate about contributing to the community in a meaningful way. My background includes working as an Environmental Health Officer (Food Safety Teams) for Leicester and Birmingham City Councils, establishing two reclamation businesses, and self-building our home in Ford—all while raising two children. These experiences have given me a strong understanding of local issues, planning considerations, and the importance of fostering a thriving, inclusive community.

My skills in problem-solving, strategic thinking, communication, and financial management would allow me to contribute effectively to the parish council. I believe in clear, pragmatic decision-making and ensuring that the council remains accessible and responsive to residents' needs.

I am particularly interested in environmental management and sustainability. I want to help ensure that Temple Guiting continues to be a great place to live and work, balancing progress with preserving the character of our area.

I would welcome the opportunity to bring my experience and perspective to the council and work collaboratively with fellow members for the benefit of the community.

Best regards,  
Liza Hanks



## Update on items outstanding with GCC Highways

### 1. Splashes at Kineton

Latest update from Bob Skillern at GCC Highways:

#### SKILLERN, Bob

**From:**robert.skillern@gloucestershire.gov.uk

**To:**Temple Guiting Parish Council

**Cc:**GREY, Rhodri,HOARE, Michelle,MACKENZIE-CHARRINGTON, Cllr Mark

Mon, 17 Feb at 14:31

Good Afternoon Maxi,

I met one of our structural engineers on site at the splashes last week and I have asked him to design a scheme to reconstruct the damaged parts of the clapper bridge and reinstate a walkway around the edge of the splash using clean stone. This will enable dry pedestrian access for the route. There are a few hoops to jump through regarding environmental and ecological surveys and EA permissions, so the repair will not be instantaneous, but as soon as the design is complete and paperwork filed, we will get it in the works programme.

We did notice some dislodged kerbs on the northern splash as well, so I will add these to the work list.

### 2. Signposts on the road entering Kineton from the south

**New updates on Blank warning sign plus tilted and failing post on village sign.**

State changed to: Investigating

Gloucestershire County Council

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**Blank warning sign plus tilted and failing post on village sign.**

On the road into Kineton from the south on the left hand side.

### 3. Bollards at Barton

**SKILLERN, Bob**

**From:**robert.skillern@gloucestershire.gov.uk

**To:**Temple Guiting Parish Council

**Cc:**GREY, Rhodri

Mon, 17 Feb at 14:48

Hi Maxi,

Tim is no longer with us, he has moved to a post with Leicestershire County Council, so I will need to do a bit of investigation on this one.

The storeman at Moreton Depot has confirmed the bollards were received , but I don't know what progress Tim had made on getting them installed, so I will have to get back to you.

Just for information , I hope to get Tim's replacement in post in early March, so will forward more contact details then.

Kind Regards

Bob

**Bob Skillern**

**Area Highways Manager (East)**

**Highways and Infrastructure**

**Gloucestershire County Council**

### 4. Flooding at the bottom of Mill Lane (second report)

New updates on [Same as enquiry 22062067 - drain blocked, overgrown and flooding.](#)

[Previous report has been closed, without being fixed.repor](#)

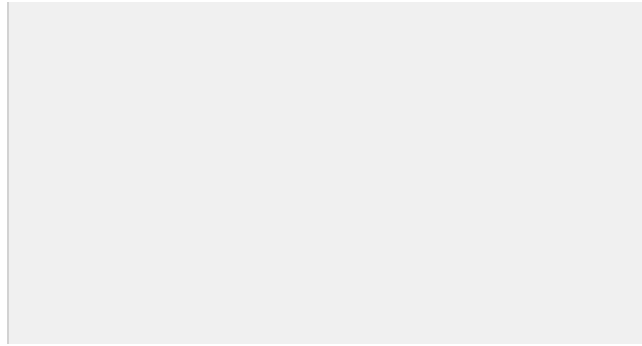
This enquiry has been addressed, no further updates will be shared. If you are the original reporter you should have received a separate communication with more detail.

On our website you can find out about planned work to maintain and improve Gloucestershire's streets by visiting [www.gloucestershire.gov.uk/highways](http://www.gloucestershire.gov.uk/highways).

Thank you,  
Highways Customer Services Team,  
Gloucestershire Highways

State changed to: Closed

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## 5. Flooding and silting between Barton Farm and Gyting Broc

**New updates on [There are about 4 passing places along this single track road which are holding water and mud, making driving dangerous. These were reported to the Highways Area Officer last year but nothing has been done to clear them. Please would you clear the drains and the debris from these places.](#)**

Thank you for reporting a drainage or flooding issue.

We will investigate the issue. If additional clearance work is needed, the local highways team will prioritise the most urgent reports. Where possible, maintenance tasks will be grouped together in a schedule for efficiency.

Sometimes during periods of heavy rain, even a clear gully can be overwhelmed. Usually the water will drain away within an hour.

On the road between Barton Bridge and Guiting Grange. Nearest properties are Barton Farm and Gyting Broc.



Every gully or drain the county council is responsible for is cleared at least once each year. Some drains in problem areas are cleared more frequently. You can find out more, including the gully emptying schedule on our website by visiting [www.gloucestershire.gov.uk/highways/roads/road-maintenance](http://www.gloucestershire.gov.uk/highways/roads/road-maintenance)

If your property is at risk of flooding please see the Flood Guide for advice and support by visiting [www.gloucestershire.gov.uk/planning-and-environment/flood-risk-management/flooding-information/flood-guide](http://www.gloucestershire.gov.uk/planning-and-environment/flood-risk-management/flooding-information/flood-guide)

If you are driving: please never ignore road closures or enter flood water. This could put you or others in danger and invalidate your insurance.

We will provide updates about this report. Thank you again for taking the time to report this issue.

Highways Customer Services Team,  
Gloucestershire Highways

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