**Minutes of Temple Guiting Parish Council Meeting**

**Held on Wednesday 5th March 2025 at 6.30 pm in the village hall.**

**Councillors present:** Kate Mather, Mickey Morrissey, Michael Krier, Jayne Ewart-Perks, Stephen Gower, Lorna Eayrs.

**Public:** 11 members of the public attended.

1. **Apologies for absence:** None
2. **Declarations of interest in items on the Agenda (Localism Act 2011):**None.
3. **Points from the floor:** One member of the public asked to speak to item 10, Noticeboard.
4. **Approval of the previous meeting’s minutes and signing** Councillors accepted the minutes and the Chairman signed them.Action: Clerk to post to website.
5. **Chairman’s announcements.** None.Cllrs Wilkins and MacKenzie-Charrington had sent their apologies and reports had not been received in time for Councillors to see them before the meeting.
6. **Clerk’s report.** The Chairman noted that this was a large document and recommended that, in general, large documents were not printed but read online to reduce the amount of paper used.
7. **Governance**
8. **Code of Conduct**. Councillors resolved to adopt the Code of Conduct. Action: Clerk to update website.
9. **Information Commissioner’s Office (ICO).** Councillors decided not to register with the Information Commissioner’s Office, stating that the PC does not hold or process data.
10. **Risk Management Review.** Councillors approved the Risk Management System.Action: Clerk to update website.
11. **Asset review and inspections.** The list of those responsible for monitoring individual assets was updated as follows: Alex Wilson – VAS equipment; Liza Hanks – dog bin at Ford; Cllr Ewart-Perks – phone box at Ford; Village Hall noticeboard – Cllr Mather; Noticeboard at Ford – Cllr Ewart-Perks; Noticeboard in Kineton phone box – Cllr Gower. Action: Clerk to update the list and include inspection list in the next agenda. Councillors noted that the phone boxes in Kineton and Temple Guiting needed maintenance. Councillors discussed the condition of the noticeboard at Temple Guiting ‘village green’ and agreed that it is not fit for purpose as it stands.
12. **Planning**
13. **Comments between meetings.** Councillors confirmed that the comments are an accurate reflection of their views.

[**24/3882/FUL**](https://publicaccess.cotswold.gov.uk/online-applications/applicationDetails.do?keyVal=SOSUK0FIG6400&activeTab=summary) Little Farmcote. Conversion of outbuildings for use as annexe. No objections comment submitted.

[**24/0057/CWS75M**](https://planning.gloucestershire.gov.uk/publicaccess/applicationDetails.do?keyVal=SMLBANHNMTK00&activeTab=summary)Oathill Quarry. Application to maintain increased export limits for further 3 years. Objection comment submitted.

The Tree Officer, Councillor Krier, requested that Councillors do not comment on TCONR applications until he has been to see the tree.

1. **Cotswold National Landscape Board river water testing.** Cllr Gower noted that a new Windrush water monitoring group was being set up in conjunction with a group in Bourton. Training is required but is currently being provided free of charge. The only cost would be the testing kits. Two people are needed to take the tests each month at the same locations. Five sites have been identified but need to be confirmed as accessible and that the landowner will give permission. Councillors agreed to fund the tests at a cost of £110 for the year.
2. **Replacement noticeboard for the ‘village green’.** Councillors agreed to order the same noticeboard as was installed at Ford. Action: Clerk to order the noticeboard.
3. **Sign on allotment gate.** Councillors decided to buy a sign reminding allotment users to close the gate from StowAg at £9.60 Councillors also asked that a reminder was written to the allotment holders, two of whom had been involved in risk management. Action: Clerk to reimburse chairman, who has purchased the sign. Clerk to add the sign to the asset list. Clerk to draft letter to allotment holders.
4. **Financial position**
5. Councillors noted the balance in the current and savings accounts.
6. Councillors approved the reconciliation and the Chairman signed the document.
7. Councillors approved the following payments. Action: Clerk to make payments.

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| The following payments to be approved: |
| **Chq/Epay** | **Payee** | **Description** | **Value** |
| Epay | M Freeman | Clerk’s salary January/February £190.30 p.m.) | £380.60 |
| Epay | HMRC | PAYE | £11.20 |
| Epay | Greenbarnes | New noticeboard for ‘Village Green’ | £826.70 |
| Epay | Steve Woolaston | Installation of noticeboard (estimate)  | £200 |
| Epay | GAPTC Nimble  | New councillor training | £17 |

# New Councillor Councillors welcomed Liza Hanks, who lives in Ford, as a new councillor. The Chairman asked her to complete the Declaration of Acceptance form and offered Cllr Hanks online training as an initial introduction to the role of a Parish Councillor. Action: Clerk to arrange training for Cllr Hanks.

There being no further business the Chairman closed the public meeting.

The next meeting will take place on Wednesday 14th May at 6.30 p.m.

Signed ………………………………………………………………. 14th May 2025

Chairman