

CUTSDEAN PARISH COUNCIL, GLOUCESTERSHIRE

Clerk to the Council Peter Forshaw 68 Gretton Rd Winchcombe GL545EL Tel: 01242 602 593

MINUTES

of meeting of the council at RAINBOWS END TUESDAY JULY 12 2016 AT 8PM

Present: Cllrs: Wright, Beetson, Butler, Smith, Moor (GCC) and Peter Forshaw (clerk)

1. Apologies: None
2. Minutes of May meeting: approved and signed
3. Matters arising:
 - a. Tree trimming: Councillors expressed concern that there appeared to be no progress on tree trimming in Sandy Lane, despite the emails sent since the last meeting. Cllr. Moor informed the council that work was scheduled, but that ecological regs had to be complied with. He agreed to contact the Highways team again and ask them to inform the council of any planned site visit so that councillors could advise. The council considered that the ownership of the trees, were it to become an issue, might need to be followed up at a later stage.
4. Report from Cllr. Moor (GCC) (Attached)
5. Planning: Bemborough Farm 16/02469/FUL Cotswold Farm Park 16/02375/FUL
Councillors had received notification of the above applications relating to Temple Guiting parish. As there was insufficient information available at the meeting and the deadlines for submissions were imminent, the clerk advised councillors to check with CDC planning portal and make individual representation as appropriate.
6. Financial report: July report attached; checked and approved by councillors.

Current account balance:	£2,786.14	
Payments authorised:	Cheque:264:	£73.50 office and travel (council and IT related) see attached claim.
	Card:	£279.99 PCW lap top (grant funded)
	Card:	£49.99 PCW printer scanner (grant funded)
	Card:	£50.00 gift voucher
7. Governance:
 - a. Calendar of regular reviews. The following schedule was agreed:

September:	Clerk's contract, pay review, Risk assessment
November :	Insurance, Budget (Precept)
January:	Precept
 - b. Standing orders: Documentation circulated. Agreed by councillors signed by chair
 - c. Financial regulations. Adopted. Signed by chair.
 - d. Publication of electors rights (July 1st 2016) Posted on board and on line by CDC pending activation of council website.
8. PC website progress. Ian Piper had produced sample home pages, one with photographs provided by Cllr. Smith. Three of the four councillors present had seen this and the pages included. It was agreed to proceed with this format and photographs, and the clerk would now populate the pages as appropriate. He was advised that he could purchase from grant funds a hand book entitled "Word Press" if he considered it to be of assistance. Mr. Piper had also set up a new email address for the clerk. The website had not yet been activated.
9. Appointment of internal auditor. Agreed that council appoint GAPTC as internal auditor for 2016/17.
10. Correspondence :Cotswold District Local Plan 2011-2013 Consultation. Previously circulated by email
11. AOB: Councillors agreed to renew canvas for vacant seat.
12. Date of next meeting: September 13th The Old Bakery 8 pm
Meeting closed 9.40pm

Signed:.....dated

circulated by email: Denny Beetson, Ted Smith, Matthew Butler, Nigel Moor
Hard copy: David Wright.