

Gorsley & Kilcot Parish Council

Minutes of the Parish Council Meeting

Held on Monday 6th January 2020 at 7:30pm in the Upper Room Christ Church, Gorsley

Present:

Councillors: Nigel Warwick (Chairman), David Clough (Vice-Chairman), Graham Price, Steve Excell, John Barker, Nigel Poole

Officers: Arin Spencer (Parish Clerk and RFO)

Three (3) members of the public

89 **Apologies for Absence** received from Cllr Catherine Gardner.

90 **Declarations of Interest and Requests for Dispensation.** None.

91 Minutes

Resolved: Approved and signed the minutes of the parish council meeting held on 4th November 2019 as a correct record *nem con*.

92 Planning

92.1 Applications

92.1.1 [P1882/19/FUL](#) Replacement of existing former poultry buildings with 3 no. dwellings, bat houses and associated landscaping and works at Ford Farm Poultry Sheds, Ford Lane, Kilcot ([///delay.melts.uncle](#))

Member of the public, L Watkins, was given leave by the chairman to make the following representation:

- The property currently has permission for Class Q development.
- The existing poultry sheds are unattractive agricultural buildings containing asbestos.
- If returned to agricultural use, the sheds would be a nuisance to local residents.
- New dwellings rebuilt within the existing footprint can be developed sympathetically within the landscape, with a higher energy rating (it is difficult to insulate the existing structures well), and with improved eco credentials.
- The proposed landscaping design will enhance the biodiversity of the site.

Cllr Warwick observed that to date FoDDC has not been supportive of this kind of development as Gorsley & Kilcot has no defined settlement boundary. However, it was generally agreed that the proposed development would be an improvement on what is currently there and no councillors had any specific objections.

Resolved: To comment no objections *nem con*.

92.2 Decisions

Permission granted:

92.2.1 [P1386/19/FUL](#) Erection of a stable block with attached hay and feed store for equine use at Brookfield Cottage, Sterrys Lane, Gorsley ([///crush.prancing.exact](#))

92.2.2 [P1387/19/FUL](#) and [P1388/19/LBC](#) Weddings and events use of the house and garden, together with the erection of an orangery and associated works and demolition of aviary at Briery Hill House, Briery Hill Lane, Kilcot GL18 1NH. ([///record.blogs.century](#))

92.2.3 [P1555/19/FUL](#) Conversion of garage to annexe ancillary to main dwelling including associated works at Hartleys Barn, Ross Road, Gorsley ([///decay.height.creeps](#))

93 Budget and Precept 2020/21

93.1 Councillors considered the following draft budget for 2020/21 and

Resolved: To approve the draft budget for 2020/21 *nem con*.

Description	BUDGET 2019/2020	YTD Spend	Year End Forecast	BUDGET 2020/2021	BUDGET 2021/2022	Notes
Salaries	2,354	1,569	2,354	2,490	2,565	1
Home working allowance	350	104	208	72	84	2
Clerk's Mileage		23	23	50	50	
Training	400	135	174	300	315	
Chairman's Allowance	100	-	-	100	100	
Councillor's Mileage	50	-	-	50	50	
Stationery/Postage	120	17	40	100	105	3
Newsletter	90	-	90	95	100	
Internal Audit	185	176	176	185	190	
Insurance	190	168	168	168	173	4
Election Expenses	146	147	-	-	-	
Subscriptions	265	144	168	185	191	5
Room Hire	255	-	255	265	275	
APM Expenses	25	-	25	30	30	
Laptop Computer	-	324	324	-	-	
Computer Software	-	42	42	40	40	
Website Hosting	100	20	56	72	74	6
Grants & Donations	100	-	-	100	100	
Work on Kilcot Green	750	-	750	750	750	
New Speedwatch Kit	-	-	-	175	-	
General Reserve	300	-	-	200	200	
Election Reserve	-	-	-	300	300	7
IT Hardware Reserve	-	-	-	100	100	8
VAT Paid	-	95	95	-	-	
TOTAL EXPENDITURE	5,780	2,965	4,948	5,827	5,791	
Other Income	19		19	19	19	
VAT Claimed			95			
Precept	5,547		5,547	5,808	5,772	9
TOTAL INCOME	5,566		5,661	5,827	5,791	

NOTES:

1. NALC LC1 SCP 8	£10.37/hour x 20 hours x 12 months =	£	2,489		
2. Home Working Allowance:	£6 x 12 months =	£	72		
3. Stationery:		£	20		
Printing:	£5/month x 12	£	60		
Postage:	3 x £0.61 2nd class stamps x 12 months	£	22		
		£	102		
4. Third year of three year fixed premium insurance contract		£	168		
5. Subscriptions		Ex VAT		VAT	
	GAPTC Annual Subscription	£	72	£	-
	Parish Online	£	30	£	6
	NALC LCR Magazine	£	17	£	-
	GRCC Annual Subscription	£	25	£	-
	Society of Local Council Clerks	£	40	£	-
		£	184	£	6
6. 1&1 Ionos Managed WordPress Essential:	£6 * 12 months	£	72		
7. Election Reserve - towards provision for £1200 in the event of a contested election in 2023					
8. Based on replacement of laptop every four years					
9. Precept	2019/2020	2020/2021			
	£ 5,547	£ 5,808			
Per Tax Band D Property	£ 41.86	£ 43.60			
Per Week	£ 0.81	£ 0.84			

93.2 Based on the approved budget, council

Resolved: To set the precept for 2020/21 at £5808 *nem con*.

94 Financial Matters

94.1 Considered appointing GAPTC as Internal Auditor for the 2019/2020 financial year.

Resolved: Approved *nem con*.

94.2 The Lead Member for Finance report was deferred to the March meeting. Cllr Price will report at that meeting on the accounts for August – December 2019.

94.3 Noted Co-op Bank Statement dated 29/11/2019 reflecting a balance of £10,185.85 (reconciled balance £10,142.61)

94.4 Noted the budget monitoring statement as at 30/11/2019 (*Appendix 1*)

94.5 Noted the receipts and payments schedule as at 30/11/2019 (*Appendix 2*)

94.6 Considered the following payments schedule:

Description	Chq No	Power	Budget	Amount
Clerk's Salary (Nov)	SO	LGA 1972 s112(2)	Staff Costs	£ 196.16
Clerk's Salary (Dec)	SO	LGA 1972 s112(2)	Staff Costs	£ 196.16
Clerk's Expenses	100025	LG(FP)A 1963 S 5	Staff Costs	£ 85.57

Resolved: Approved the payments listed *nem con*.

95 Clerks Report (For information only)

The clerk reported to council on progress to date in respect of items on the action tracker.

96 Highways

96.1 B4221 and other traffic problems

96.1.1 Cllr Warwick reported that he had sent strongly worded letters of complaint to Highways regarding the poorly organised and signposted roadworks that took place in the parish in November and December. He voiced concern at the chaos caused by the surface dressing with more disruptive mass gravelling due to take place later in the year.

Some of the tarmac laid in the rain outside Normanhurst was, he said, already lifting.

A member of the public attending the meeting commented that the roadworks team were rude and unhelpful, expecting residents to wait thirty minutes to collect their children from school.

96.2 A member of the public reported that there are dead trees on Mill Lane. Some have fallen over. One is leaning dangerously towards the road. (<http://desire.something.dusters>)

Action: Clerk to ask Highways to send a letter to the landowner.

96.3 The knocked over safety bollard at the bus refuge at the bottom of Kilcot Hill, which was reported in July 2019, has not yet been fixed. Action: Clerk to report it again to highways.

96.4 Condition of Roads Report

Action: Cllr Warwick to send the most recent report to the clerk.

96.5 Oxenhall Lane Ford

Cllr Price reported on the meeting held on 26 November at the ford with PROW Officer Suzanne Hopes, Local Highways Manager Andrew Middlecote and Martyn Davy representing Newent Cycling Group.

- The existing footbridge needs replacing.
- The replacement will probably need to be somewhat longer than the original due to bank erosion.
- A footbridge without cross rails at either end is preferred by the parish council as these make it challenging for less able walkers to cross.
- The footbridge in its current position is not easy to access and is likely to get little to no use making its replacement in that position a poor use of public funds.
- Moving the footbridge fifteen or so metres up stream and two to three metres from the edge of the ford would require a bridge of no greater length and would be an asset for the community.
- However, relocating the footbridge will involve getting an environmental impact assessment among other things and could cost around £2500.

Suzanne Hopes intends to replace the footbridge in its current location in the "fairly near future" but has been asked by the parish council to explore all other costs/options before the replacement bridge is installed.

Action: Cllr Price to draft a letter to County Councillor Will Windsor-Clive asking him to intercede on behalf of the parish council in this matter.

97 Meetings / Events to consider attending

- 97.1 Road Safety Group Meeting at Lydney Fire Station on 2 March 10 – 12am
 - 97.2 Chartered Parishes Group Meeting at GL3 Community Hub on 7 March 7 – 9pm
- Council agreed that the clerk should attend both meetings. Cllr Warwick may also attend the meetings.

98 Items for next meeting agenda

- 98.1 Defibrillator: Buildbase will be closing on 31 January 2020. This will impact the defibrillator if the power to the building is switched off. **Action:** Cllr Warwick to approach the owner of the garage next door about the possibility of relocating the defibrillator there.
- 98.2 Ford lane bridge
- 98.3 Kilcot Green
- 98.4 Purchase of a Community Speedwatch Kit

99 Next meeting

Resolved: The next ordinary meeting of the Parish Council will be held on 2 March 2020 at 7:30pm in the Upper Room at Christ Church, Gorsley.

With no further business the meeting was closed at 20:45pm.

.....
Signed (Chairman)

.....
Date:

Appendix 1

GORSLEY & KILCOT PARISH COUNCIL Budget Monitoring Statement as at 30/11/2019

Description	Budget 2019/2020	YTD Spend	Remaining Budget	Projected year end	Under/ over spend	Notes
Salaries	2,354	1,569	785	2,354	-	
Home working allowance	208	104	104	208	-	
Clerk's Mileage	142	23	119	23	119	
Training	400	135	265	172	228	
Chairman's Allowance	100	-	100	-	100	
Councillor's Mileage	50	-	50	-	50	
Stationery/Postage	120	17	103	40	80	
Newsletter	90	-	90	90	-	
Internal Audit	185	176	9	176	9	
Insurance	190	168	22	168	22	
Election Expenses	146	147	1	147	1	
Subscriptions	265	144	121	168	97	
Room Hire	255	-	255	255	-	
APM Expenses	25	-	25	25	-	
Laptop Computer	-	324	324	324	324	
Computer Software	-	42	42	42	42	
Website	100	20	80	56	44	
Grants & Donations	100	-	100	-	100	
Work on Kilcot Green	750	-	750	750	-	
General Reserve	300	-	300	300	-	
VAT	-	95		95		
TOTAL EXPENDITURE	5,780	2,965	2,910	5,393	482	

Appendix 2

GORSLEY & KILCOT PARISH COUNCIL

Receipts and Payments

1 April 2019 - 30 November 2019

Date	Description	Cheque	Receipts	Payments	VAT	S137	Bank Balance	Power
01/04/2019	Bank Balance		7,560.19				7,560.19	
24/04/2019	Precept		5,547.00				13,107.19	
26/04/2019	A. Spencer (Apr)	SO		196.16			12,911.03	LGA 1972 s112(2)
13/05/2019	GAPTC Subscription	100010		72.45			12,838.58	LGA 1972 s111
13/05/2019	A. Spencer (Expenses)	100012		49.43			12,789.15	LG(FP)A 1963 s5
13/05/2019	M. Highton (Expenses)	100013		455.43			12,333.72	LG(FP)A 1963 s5
13/05/2019	Parish Online Sub	100014		36.00			12,297.72	LGA 1972 s111
13/05/2019	BHIB Insurance	100015		188.23			12,109.49	LGA 1972 s111
13/05/2019	NALC LCR Magazine	100016		17.00			12,092.49	LGA 1972 s111
28/05/2019	A. Spencer (May)	SO		196.16			11,896.33	LGA 1972 s112(2)
26/06/2019	A. Spencer (Jun)	SO		196.16			11,700.17	LGA 1972 s112(2)
01/07/2019	A. Spencer (Expenses)	100017		40.16			11,660.01	LG(FP)A 1963 s5
01/07/2019	GRCC Subscription	100018		25.00			11,635.01	LGA 1972 s111
01/07/2019	GAPTC Internal Audit	100019		175.75			11,459.26	LGA 1972 s111
26/07/2019	A. Spencer (Jul)	SO		196.16			11,263.10	LGA 1972 s112(2)
01/07/2019	A. Spencer (Expenses)	100020		50.61			11,212.49	LG(FP)A 1963 s5
26/08/2019	A. Spencer (Aug)	SO		196.16			11,016.33	LGA 1972 s112(2)
26/09/2019	A. Spencer (Sep)	SO		196.16			10,820.17	LGA 1972 s112(2)
07/10/2019	GAPTC Training	100021		95.00			10,725.17	LGA 1972 s111
07/10/2019	FoDDC Election Fee	100022		147.00			10,578.17	RPA 1983 s36(5)
26/10/2019	A. Spencer (Oct)	SO		196.16			10,382.01	LGA 1972 s112(2)
04/11/2019	A. Spencer (Expenses)	100023		28.24			10,353.77	LG(FP)A 1963 s5
04/11/2019	GAPTC Training	100024		15.00			10,338.77	LGA 1972 s111
28/11/2020	A. Spencer (Nov)	SO		196.16			10,142.61	LGA 1972 s112(2)
			13,107.19	2,964.58	94.96			