

BRIMPSFIELD PARISH COUNCIL

Agenda of Brimpsfield Parish Council meeting to be held at 7.30pm on 19th January 2021 via Zoom
<https://rau.zoom.us/j/96558405368>

The Chair of Council to welcome members of the public followed by

1. **Record of attendance to be recorded (Parish Councillors' Tom Overbury, Jane Parsons, Heather Eaton, Claire Jardine, Roger Lock and Archie Larthe) District and County Councillors and members of the public**
2. **Apologies for absence to be recorded**
3. **Declarations of Interest on items on the Agenda. (Localism Act 2011) to be recorded.**
4. **Council to approve the minutes of the Parish Council Meeting held on the 17th November 2020 with the wording amendment shown. Confirmation of GDPR approval to be confirmed**
5. **Reports from District Councillor and County Councillor to be distributed via email if available for this meeting.**
6. **Members of the public will be invited to speak at the discretion of the Chair of the Council**
7. **Matters brought forward from previous meeting which are not separate items on agenda**
8. **Highway and PROW issues to be discussed by Council**
 - a) **Correspondence regarding 20pmh areas as distributed**
 - b) **A417 Missing Link - Walking, Cycling and Horse Riding (including disabled users) Statement of Common Ground as distributed**
 - c)
9. **Ash Die Back Project – as distributed by email**
10. **Planning applications to be discussed by Council (already distributed via email)**

Planning Application Consultation for application nos:

20/01394/FUL	Blacklaines Farm Birdlip
20/04639/TCONR	Yew Tree Cottage Caudle Green
20/03920/TCONR	Morecombe farmhouse, Caudle Green
11. **Hermits Corner update**
12. **Finance reports as attached to be discussed and approved**

Cashbook
Bank payments for approval
Budget against actual report
13. **Village Hall update and decisions on matters relating to the Village Hall including minutes from Village Hall Committee**
14. **Data base flyers update –no requests for data base entry has been received by Clerk.**
15. **Update and decisions on matters concerning working parties**
 - a) **Common Land Management Policy Group- Cllrs Lock, Larthe, Eaton and Parsons**
 - b) **Brimpsfield common land rent for pasture**
 - c) **Road Safety Policy Group- Cllrs Jardine and McWilliam-**
15. **Items for information only**

Meeting to be closed

Date of next meeting to be agreed as 16th March 2021 at 7.30pm via zoom

Draft minutes of Brimpsfield Parish Council meeting held at 7pm on 17th November 2020 via Zoom
<https://rau.zoom.us/j/95074695494>

The Chair of Council welcomed members of the public followed by

1. Record of attendance recorded as Parish Councillors' Tom Overbury, Jane Parsons, Heather Eaton, Claire Jardine, Archie Larthe and Roger Lock (and Mikhail Mandrigin)
District Councillor Julia Judd and 4 members of the public
2. No Apologies for absence received
3. There were no Declarations of Interest on items on the Agenda
4. Council approved the minutes of the Parish Council Meeting held on the 15th September 2020.
5. Report from District Councillor (as distributed via email if available for this meeting).
6. Members of the public were invited to speak at the discretion of the Chair of the Council
 - a) Flytipping – link to CDC portal now for reporting fly tipping noted
7. Matters brought forward from previous meeting which are not separate items on agenda
Data base flyers to be distributed by Councillors (Councillor Overbury will co-ordinate) –no requests for data base entry has been received by Clerk.
8. Highway and PROW issues to be discussed by Council
 - a) *Correspondence re PROW issue raised by Cllr Lock, it is understood that the parishioner will progress this with the Glos County Council PROW officer. Further information has been received from Resident regarding BBR19 gate which was read out by Councillor Lock. It was confirmed by the Public Rights of Way Officer for Central and North Cotswold that there is public access onto the bridleway (BBR 19) from the layby and the gate is to be reinstated. The communication to be added to the formal minutes once permission regarding data protection is clarified*
 - b) *Bridge damage clerk has chased up with highways manager and contract details of new Highways representative has been forwarded to Councillors*
 - c) *A417 missing link consultation update noted*
 - d) *Common Hill will be shut on December 4th – as notified by email*
9. Planning applications discussed by Council as distributed via email
10. Finance reports as attached were discussed and approved
Cashbook
Bank payments approved *and subject to further advice from provider of Brimpsfield notice board – “pot of varnish is needed” - Councillor Lock*
Budget against actual report noted
Budget/precept for 2021/22 discussed and Precept agreed £6324 and budget as attached
11. Village Hall update including report from Chair of Village Hall Committee -Mikhail Mandrigin. Designs were shared of original plan for re-development which due to funding issues could not be progressed. Updated designs for Plan C which is a “self-build re-construction of hall” including larger store area, additional toilet and extended entrance lobby along with installation of outside walls. The self-build can be undertaken in smaller individual projects cumulating in a completely new roof with dormer roof light to add light to centre to the hall. Materials would be in the region of £30k-£35k (existing funds stand at £24K which potentially would fund the extensions but not the new roof). It is anticipated labour would be on a volunteer basis. Planning permission would be sought.
Council approved the project as presented.
12. Update and decisions on matters concerning working parties
 - d) Common Land Management Policy Group- Cllrs Lock, Larthe, Eaton and Parsons –following the adoption of the terms of reference, there were 3 points that were left open for further discussion (see highlighted

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points). Meeting to be set up and members of the public to be invited as soon as possible. Data base flyer to amended to include reference to joining the working parties

- e) Road Safety Policy Group- Cllrs Jardine and McWilliam-. Meeting has been held with Glos Highways Manager (Shaun Morris), who has now been replaced by Daniel Tiffney . Note to be circulated to Councillors. Discussions focused on speeding and methods that could be implicated. Contact to be re-established with Highways Manager. Consultation with residents and CDC Conservation Officer will be a priority before any decisions on implementation. Terms of reference to be agreed

13. Items for information only

***Next meeting : Brimpsfield common land – rent for pasture to be discussed
Hermits Corner***

Meeting closed at 20.12pm

Date of next meeting to be agreed as 19th^h January 2021 at .7.30pm via zoom

Bank payments for approval

b holder expenses	573		86.05
pata payroll	575		23.25
pkf littlejohn	576		48.00
hmrc (dec;jan)	577		96.80

Replacement cheque for I Selkirk - £105 unrepresented from July 20
Standing order £194.18 pm

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Financial reports -12/1/21
Cash book

01.04.20	opening credit bal (TREASURERS C/A)		3333.96		3333.96
	Opening credit bal (INSTANT /DEPOSIT)		3145.67		3145.67
01/04/2020	interest			0.13	3145.80
01/05/2020	interest			0.14	3145.94
01/06/2020	interest			0.13	3146.07
01/07/2020	interest			0.13	3146.20
01/08/2020	interest			0.11	3146.31
17/04/2020	precept			4650.00	7983.96
27/04/2020	b holder salary	so		-194.18	7789.78
26/05/2020	b holder salary	so		-194.18	7595.60
02/06/2020	b holder expenses	562		-41.80	7553.80
24/06/2020	came and co	563		-365.05	7188.75
26/06/2020	b holder salary	so		-194.18	6994.57
09/07/2020	gaptc	561		-73.75	6920.82
27/07/2020	b holder salary	so		-194.18	6726.64
30/07/2020	swell and mullings	566		-149.20	6577.44
31/07/2020	b holder expenses	565		-55.60	6521.84
26/08/2020	b holder salary	so		-194.18	6327.66
28/07/2020	l selkirk	#567/574		-105.00	6222.66
14/09/2020	b holder expenses	568		-70.13	6152.53
19/11/2020	b holder expenses	569		-58.58	6093.95
19/11/2020	a partridge	570		-1290.00	4803.95
19/11/2020	pata payroll	571		-46.50	4757.45
19/11/2020	hmrc (april to nov)	572		-387.80	4369.65
26/09/2020	b holder salary	so		-194.18	4175.47

26/10/2020	b holder salary	so		-194.18	3981.29
24/09/2020	precept	bacs		1550.00	5531.29
09/09/2020	interest	bacs		0.03	3146.34
09/10/2020	interest	bacs		0.03	3146.37
09/11/2020	interest	bacs		0.03	3146.40
09/12/2020	interest	bacs		0.03	3146.43
26/11/2020	b holder salary	so		-194.18	5337.11
26/12/2020	b holder salary	so		-194.18	5142.93
12/01/2021	b holder expenses	573		-86.05	5056.88
12/01/2021	pata payroll	575		-23.25	5033.63
12/01/2021	pkf littlejohn	576		-48.00	4985.63
12/01/2021	hmrc (dec:jan)	577		-96.80	4888.83

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Bank reconciliation

BANK SUMMARY				
	o/bal 1/4/20		6479.63	
	payments TO 17/11/20		4645.13	
	receipts TO 17/11/20		6200.76	
	Closing balance 12/1/21			8035.26
BANK RECONCILIATION				
treasurers	bank statement 29/12/20			5247.93
	outstanding cheques			
		567	-105.00	
		573	-86.05	
		575	-23.25	
		576	-48.00	
		577	-96.80	359.10
				4888.83
	INSTANT(DEPOSIT)9/12/20			3146.43
	BANK BALANCE			8035.26
	reconciled balance			8035.26

	BUDGET	Y TO D income/ expenditure 12/1/21	BALANCE
INCOME			
Precept	6200	6200	0
Interest	1	1	0
VAT refund	0	0	0
Wayleave	30	0	30
other	0	0	0
TOTAL INCOME	6231	6201	30
EXPENDITURE			
Clerks Salary	3000	2232	768
Admin / Expenses	300	312	-12
Payroll Mgmt	100	70	30
Insurance	360	365	-5
Audit	160	153	7
Grass cutting Brimpsfield	500	380	120
Grass cutting Caudle Green	1000	910	90
Mtg Room hire	200	0	200
Subs	150	74	76
Training	0	0	0
legal/Specialist Advice	0	149	-149
Maintenance & repairs	200	0	200
Grants / Donations	200	0	200
FROM RESERVES		0	0
Equip & Assets	1500	0	1500

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Web- site	100	0	100
Sect 137	0	0	0
Village hall Grant	300	0	300
			0
		0.00	0
			0
EXPENDITURE TOTALS	8070	4645.13	3425