

BRIMPSFIELD PARISH COUNCIL

Draft Minutes of meeting held at 7.30pm on 19th January 2021 via Zoom

<https://rau.zoom.us/j/96558405368>

The Chair of Council welcomed attendees followed by

1. Record of attendance recorded as Parish Councillors' Tom Overbury, Jane Parsons, Heather Eaton, Claire Jardine, Roger Lock and Archie Larthe and District Councillor J Judd and County Councillor N Robbins (not attending) and Mikhail Mandrigin attended as representative of Village Hall Committee
One member of the public attended
2. Apologies for absence recorded from Councillor Michael McWilliam
3. There were no Declarations of Interest on items on the Agenda. (Localism Act 2011).
4. Council approved the minutes of the Parish Council Meeting held on the 17th November 2020 with the wording amendment shown. Confirmation of GDPR approval confirmed and email from resident will be added to minutes (without name)
5. Reports from District Councillor J Judd as previously distributed noted and verbal updates noted.
6. Members of the public were 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 were noted
8. Highway and PROW issues discussed by Council
 - a) Correspondence regarding 20pmh areas as distributed – Council agreed it was interested but could not commit to a financial contribute at this stage. Clerk to respond
 - b) A417 Missing Link - Walking, Cycling and Horse Riding (including disabled users) Statement of Common Ground as distributed. It was agreed that the Clerk will ask for minutes of the meeting when available.
 - c) Footpath issue – at the top of the Pits – gateway area full of mud and the pathway is now not clearly identifiable and makes the entrance to the footpath dangerous. Discussions took place last year between Councillors and Landowner. Councillor Larthe to speak to landowner to see if a resolution can be agreed. Councillor Lock to inform Clerk of reference number to report to PROW officer
 - d) Clerk to email regarding the bridge reinforcing the H & S issue
 - e) Public Footpath behind Ivy Cottage was closed due to subsidence to be reported
 - f) Danger of visibility on stretch of highway (Cllr Lock)
9. Ash Die Back Project was discussed and noted– as distributed by email
Meeting continued with new zoom link- <https://rau.zoom.us/j/94709821304>
10. Planning applications discussed by Council (already distributed via email)
Planning Application Consultation for applications:
20/01394/FUL Blacklaines Farm Birdlip - noted
20/04639/TCONR Yew Tree Cottage Caudle Green - noted
20/03920/TCONR Morecombe farmhouse, Caudle Green – noted
11. Hermits Corner update noted –
Planning application received after the agenda was published and a “two item agenda” will be published for Tuesday 26th January 2021 -7.30pm (include also the Village hall application)
12. Finance reports as attached were discussed and approved
Cashbook
Bank payments approved
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 independent auditor £105 (July 2020) noted

Budget against actual report (clerk to ascertain the cover within the insurance policy and to distribute to Councillors)

- 13. Village Hall update and decisions on matters relating to the Village Hall including requesting the minutes from Village Hall Committee meeting- Clerk to request.**
Grant of £300 has been budgeted but not yet requested. When request has been received it will be put on the agenda.

- 14. Data base flyers update noted – *carry forward***

- 15. Update and decisions on matters concerning working parties noted**
 - a) Common Land Management Policy Group- Cllrs Lock, Larthe, Eaton and Parsons – Noting effect of Covid restrictions. It was suggested that public consultation on what people want for the Caudle Green would be useful.
 - b) Brimpsfield common land rent for pasture (Cllr Lock) – No further action at present time.
 - c) Road Safety Policy Group- Cllrs Jardine - Glos Highway meeting with SM took place in October. A suggestion was made of having a white line painted on road surface for pedestrians. Another meeting took place with new Glos Highway Manager (DT) and no further information has been received.

- 16. Items for information only -**
Notice board at Brimpsfield -internal boarding is coming apart due to water damage.

Meeting closed at 20.45pm

Date of next meeting agreed as 26th January 2021 at 7.30pm (planning) and 16th March 2021 at 7.30pm via zoom

BRIMPSFIELD PARISH COUNCIL

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

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

BRIMPSFIELD PARISH COUNCIL

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 unpresented from July 20
Standing order £194.18 pm

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

BRIMPSFIELD PARISH COUNCIL

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

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

BRIMPSFIELD PARISH COUNCIL

	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

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