

[723]

**PAUNTLEY PARISH COUNCIL**

**At the meeting of Pauntley Parish Council, held at Pauntley Village Hall, Brand Green, Gloucestershire, GL19 3JD on Monday 30<sup>th</sup> May 2022 at 7.30 p.m.**

In attendance were:

Chairman Paul Gray

Cllr Paul Eastabrook

Cllr Nick Fowke

Cllr Mark Hargreaves

Cllr Anne Rawson

Cllr Christine Philips.

County Cllr Gill Mosely.

District Cllr Philip Bulford.

Clerk Jonathan Martin

**Item 1. To receive apologies and acceptable reasons for absences.  
(1 minute)**

1.1 There were none.

**Item 2. To receive any declarations of personal or prejudicial interest in items on the agenda.**

2.1 The Chairman confirmed that Cllr Harding has resigned as both Pauntley Parish Councillor and as Vice Chairman of the Council. This is to be effective from this date. However, Mrs Harding expressed an interest in remain as head volunteer of the Pauntley Village Hall, and if possible, to remain a member of the Village Hall's board of Trustees. The Clerk would undertake the arrangements to process and facilitate these changes.

2.2 There were no other declarations of interest of dispensations made.

**Item 3. To approve and sign as a correct record of the minutes of the meetings held on 11<sup>th</sup> April 2022 and to deal with any matters arising.  
(1 minute)**

3.1 Proposed: Chairman Gray. Seconded: Cllr Eastabrook.

Resolved: To approve the Minutes of the meeting held on April 11<sup>th</sup> 2022.

**Item 4. To resolve on the position of Chairman for Pauntley Parish Council for the period of one year. (5 minutes)**

4.1 The Chairman suggested the prospect of a rotating chairman position, however Cllr Bullford advised against this, and recommend a distinction between the role of head of the Council and the head of a particular meeting. The Vice Chairman typically can act as the head of a meeting if the Chairman is indisposed.

4.2 It was proposed that Chairman Paul Gray remain in his role.

4.3 Proposed: Cllr Hargreaves. Seconded: Cllr Fowke.

Resolved: For Cllr Gray to be Chairman of Pauntley Parish Council.

**Item 5. To resolve on the position of Vice Chairman for Pauntley Parish Council for the period of one year. (5 minutes)**

5.1 Proposed: Chairman Gray. Seconded: Fowke.

Resolved: For Cllr Eastabrook to be Vice Chariman of Pauntley Parish Council.

**Item 6.**

**Audit:**

**Item 6.a. To minute that the form to be exempt from external audit has signed by the RFO and the Chairman and has been sent off. (1 Minute)**

6.a).1. The Clerk confirmed that the exemption has been sent off and confirmed via email.

**Item 6.b. To complete and sign the Annual Governance Statement on the AGAR form. (2 minutes)**

6.b).1. This item would be deferred until the final checks on the Parish Accounts are completed.

**Item 6.c. To complete and sign the Accounting Statements on the AGAR. (2 minutes)**

6.c).1. This item would be deferred until the final checks on the Parish Accounts are completed.

**Item 6.d. To resolve on the dates for posting documents on the website to comply with the Transparency Code. (5 minutes)**

6.c).1. The date for July 1<sup>st</sup> was proposed.

Proposed: Chairman Gray. Seconded: Cllr Philips.

Resolved: To commence the period of public rights to the Parish accounts for 2021-22 starting on July 1<sup>st</sup> 2022.

**Item 7.**

**Finance:**

**Item 7.a. To receive the statement of the Council's accounts for the months of April 1<sup>st</sup> - May 30<sup>th</sup> 2022 and sign off on them after inspection. (5 minutes)**

7.a).1. The Clerk gave the report and brought attention to the various cyclic outgoings of the council. The precept had also been received. The total income for the period was £5,800.00 and the total expenses were £1,090.60. The balance carried forward for the Council's current account was £8,560.11.

7.a).2. Proposed: Cllr Rawson. Seconded: Cllr Eastabrook.

Resolved: to sign off on the above accounts statement.

**Item 7.b. To receive the budget analysis for the Council's accounts for the months of April 1<sup>st</sup> - May 30<sup>th</sup> 2022. (5 minutes)**

7.b).1 The Clerk reported that all items on the budget were within their limits except the increased expense for the sign up to the VETS maintenance scheme, which had not been considered at the time of the Budget's construction.

**Item 8. Payments:**

**To resolve on the following payments.  
(1 minute)**

Minute	Amount	Date	Recipient	Description
723/8.a	£3.23	12/04/2022	Parish Clerk.	Expenses.
723/8.b	£196.80	12/04/2022	Quoakle	Website sub'.
723/8.c	£144.00	19/04/2022	Pauntley Village Hall.	Yearly Hall rent.
723/8.d	£29.98	26/04/2022	Cllr Paul Eastabrook.	Expenses.
723/8.e	£360.00	09/05/2022	Community Heartbeat.	Yearly maintenance sub'.
723/8.f	£76.80	19/05/2022	TP jones	Payroll company sub'

8.1. Proposed: Cllr Rawson. Seconded: Cllr Philips.

Resolved: to authorise the above payments.

**Item 9. Receipts:**

**To resolve on the following receipts.  
(1 minute)**

Minute	Amount	Date	Donor	Description
723/9.a	£5,800.00	22/04/2022	FODDC	Precept payment.

9.1 Proposed: Cllr Hargreaves. Seconded: Cllr Fowke.

Resolved: to authorise the above receipt.

**Item 10.a. Planning:**

**To resolve on the following planning applications.**

- a. **P0575/22/FUL Paunt House Cottage, Castle Tump, Newent, Gloucestershire, Erection of a single storey link building between existing Granary building and Paunt House cottage and associated works.**

10.a).1. The council considered the application and had no comment to make.

**Item 10.b. To discuss and agree on the Council's comment for the FODDC's**

## **Residential Design Guide Consultation**

10.b). 1. Both County and District Cllr gave their insights into this. This program was an opportunity for local residents to comment on the kind of architectural style that new constructions would potentially have. The only real opposition was to the overuse of Cotswold stone.

### **Item 11. To consider and resolve on the Parish Council insurance due on 1st June. (10 minutes)**

11.1 The Clerk informed the council that the insurance had been finalised and paid.

Proposed: Cllr Eastabrook. Seconded: Chairman Gray.

### **Item 12.**

#### **Defibrillator service:**

#### **Item 12.a. To receive an update from Cllr Harding on VETS volunteers training.**

12.a).1. The Chairman conveyed the report from Cllr Harding that it had been too difficult to rally enough people for a set time to enable a training event. It was also reported that there was a slight maintenance issue with one of the machines, but that this would be repaired by Cllr Fowke.

#### **Item 12.b. To receive a report from the clerk on the progress with the Annual Support Agreement for defibrillator maintenance with Community Heartbeat.**

12.b).1. The Clerk reported that all attempts to reach the organisers of this service had not been answered, but would continue with efforts to set up a maintenance schedule.

### **Item 13. To receive an update from Cllr Gray regarding the issue of damage to the green area in Brand Green. (5 minutes)**

13.1 The Chairman suggested that photos be taken to record and clarify the issues.

### **Item 14. To consider and respond to the consultation regarding federation from Pauntley Primary School. (5 minutes)**

14.1 The basic detail of the scheme was given to the Council, which had no argument or comment against it.

### **Item 15. To consider on what continued actions can be taken regarding the Wildlife Corridors initiative. (10 minutes)**

15.1 It was reported that the organisers believe that there are many important verges and hedgerows in Parish that are of relevance to the scheme. Cllr Mosely added that local wildlife maps have been created, and Cllr Bullford commented that many of the verges are likely to be already protected. The need for an affiliated committee to the Council, was stressed and the Chairman and Cllr Harding would see to its organisation.

### **Item 16. To receive an update on the planned Platinum Jubilee events. (5 minutes)**

16.1 The Chairman reported that the arrangements were proceeding to plan. The food truck and bunting had been secured. Interest for the jubilee had also increased.

**Item 17. To finalise the agenda and arrangements for the Annual Parish meeting on 8th June. (5 minutes)**

17.1 There no additions to be made to the prospective Agenda for the Annual Parish meeting.

**Item 18. Expenses payments:**

**Item 18.a. To resolve on payment of expenses at £30.38 to the Clerk after inspection of the receipts. This was in relation to Council office maintenance.**

- i. Black printer ink at £10.59.**
- ii. Colour printer ink at £11.99.**
- iii. First class large stamp at £0.95 for the postage of the 2021-22 VAT refund.**
- iv. Guaranteed delivery at £6.85 for the postage of External Audit exemption form.**

18.a).1. Proposed: Cllr Fowke. Seconded: Cllr Eastabrook.

Resolved: To authorise the above payments of expenses to the Clerk.

**Item 19. Any other business.  
(3 minutes)**

19.1 Cllr Fowke reported that Seven Trent water had written back, confirming that the ownership, and with this the liabilities, of the hedgerow there, belonged to the adjacent landowner. This person had been previously asked by the council to have their hedge row trimmed.

19.2 A final warning letter expressing this would need to be communicated to them to explain this.

19.3 Cllr Mosley recommended that any local road issues be forwarded to her, as these could be included into her own Councillor's budget for the Highways department to address.

**Pauntley Parish Council Clerk contact information:**

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Coleford  
GL16 8NB  
Gloucestershire.**

**Signature:**

**Date:**