

MINUTES OF MEETING OF AVENING PARISH COUNCIL HELD ON THURSDAY, 9th NOVEMBER 2006 AT 7.30PM

The following Councillors were in attendance: Cllr J Parsons (Chairman), Cllr Mrs G Parsons, Cllr T Slater, Cllr Ms C Mitchell, Cllr C Redpath, Cllr J Faulkner, Cllr Ms K Kay

85/06 PUBLIC QUESTION TIME

Mr and Mrs Conway attended and asked about the future projects of the parish council and where they could find out information about current projects. They were directed to the website as well as Cllr Mrs G Parsons explaining about the parish plan, which set out projects that had been identified by the village. The council were setting their work plan and budget at present, but all matters were still under discussion. The council wished to move forward with some of the projects and there may well be an increase in precept to cover this (to be discussed later in the meeting). Cllr J Faulkner advised there was a public meeting planned for March to re-evaluate the parish plan projects to see if they were still relevant and also the Parish Meeting and annual meeting of the council held in May each year.

Mr Conway asked what the assets of the council comprised of. He was advised these were the Village Hall and Playing Fields.

86/06 APOLOGIES AND REASONS FOR ABSENCE

Cllr J Catterall (personal)

Cllr J Green had resigned from the parish council earlier in the week. It was **RESOLVED** to accept his resignation.

87/06 MINUTES OF THE MEETING HELD ON THURSDAY, 12th OCTOBER 2006

It was **RESOLVED** to accept and sign the minutes of the meeting held on Thursday, 12th October 2006, proposed by Cllr T Slater and seconded by Cllr C Redpath.

88/06 DECLARATIONS OF INTEREST - none

89/06 MATTERS ARISING FROM THE MINUTES - none

90/06 PLANS FOR THE FUTURE OF THE VILLAGE HALL

Derrick Ind, Chair of Governors for Avening Primary School attended the meeting and was welcomed. Mr Ind advised that the hall was vital to the school and the school wished to play a part in the future of the hall. He advised that the education authority encourages community projects for example buildings not owned by the school but used by it. This was something that would be looked into. The school itself had been gradually updated over the last four years and now they would like to look at other matters vital to the school – which includes the hall.

There was general discussion and items identified as necessary for improvement were the flooring and toilets. It was raised whether the county/education authority would agree to working in partnership on the project. It was indicated that they would probably need a plan of action. Cllr J Parsons would arrange to meet Mr Ind and Mrs D Boulton to look at working in partnership and drawing up a wish list of points to address from the school's point of view.

Mr Ind was thanked for his attendance.

91/06 PLANNING

91.1/06 To co-opt Cllr Ms K Kay

It was **RESOLVED** to co-opt Ms Karen Kay onto the planning committee.

91.2/06 New Planning Applications

06/02509/FUL **The Beeches, High Street, Avening** – two storey side extension – Members had no objection to the application

91.3/06 Review of Planning Permissions/Applications

Transmitting Station, Tetbury Hill, Avening – following a request from the council a visit had been made at short notice to the site by the planning surveyor from Arqiva. The Clerk had not received any feedback from the visit at present.

Action: Clerk to contact Arqiva again

Quietways – nothing further had been heard from Cotswold District Council

91.4/06 Tree Works

Church Farm 06/02461/TRECON CT.CONTR 2174 – the parish council had no objections to the work

91.5/06 Natural Features

- Woodstock Lane – stream clearance – The Councillors decided that they would clear the stream themselves on Saturday 18th November.

Action: Clerk to advise Mr Bowsher

92/06 FINANCE

92.1/06 Budget Status and Balance at Bank

The Clerk advised that the current balance at bank was £6293.94 with £15,000 now in the deposit account with projected expenditure and year end balance as set out on the monthly budget sheet.

92.2/06 Bills for Payment

It was **RESOLVED** to approve the following bills for payment :

▪ Clerk's Salary less NI plus Expenses	£459.77
▪ NI on Clerk's salary	£6.29
▪ HGM Ltd	£160
▪ RBL Poppy Appeal	£60.00
▪ Viking Direct (additional cheque)	£2.77

It was **RESOLVED** to vary the agenda so that agenda items 9-12 would be discussed next

93/06 AVENING PLAYING FIELDS

Cllr Ms C Mitchell handed in APFA's request for grant funding for the repair of the flying fox in the sum of £477. No decision could be made as this was a request for the current financial year and as such was not on the agenda.

The local teenagers were keen for the youth shelter to be installed and there was a discussion relating to the additional grasscutting needed at the site. A plan was needed with the areas marked on and would then be submitted to the contractor, to be priced.

94/06 TRAFFIC IN AVENING

94.1/06 Update from Cllr T Slater

Work had been carried out on Tetbury Hill

94.2/06 Highways Proposal re Road Safety at the School

Members had no objection to the proposed additional safety measures

95/06 VILLAGE MAINTENANCE/COMMUNITY PROJECTS

95.1/06 Siting of Restored Wooden Avening Sign

The project was in hand – Cllrs J Catterall and T Slater.

95.2/06 Autumn Village Clean Up – November 4th

Cllr C Redpath reported that the event had been a success, approximately 15 people attended and had cleared various areas around the village as well as clearing the school sign by the Bell Inn. It was proposed this should be a bi-annual event in spring and autumn now. The council wished to thank the residents who helped on the day.

95.3/06 Hedge Laying Project in Partnership with Rural Skills Centre, Royal Agricultural College

The course/tutor was booked for Saturday 16th December. The 9 people who had expressed an interest were asked to complete registration forms for the RAC. The RAC would not teach more than 9 people and a reserve list had been started.

96/06 CORRESPONDENCE FOR ACTION

- Charter Test Group Thursday 30th November 2006 – no one was available to attend
- People's Trust for Endangered Species – Traditional Orchard Project – Cllr Mrs G Parsons wished to read the information
- Tetbury Partnership Crime and Disorder Evening – 22nd November – no-one was available to attend
- Gloucestershire Rural Partnership Conference – 23rd November – no-one was available to attend
- CDC Leader's Carol Service 12th December – no-one was available to attend

97/06 Budget proposals for 2007/08

It was RESOLVED to put the meeting into closed session for agenda points 8.3, 8.4 and 8.5 under The Public (Admissions to Meetings) Act 1960 in accordance with legal requirements.

The date of the next Avening Parish Council will be on
Thursday, 14th December 2006 at 7.45 p.m.
in Avening Memorial Hall

There being no further business the meeting was closed at 9.45pm

Confidential Minutes relating to Agenda Points 8.3, 8.4 and 8.5

97/06 Budget Proposals for 2007/08

Cllr J Parsons had previously put together a short report outlining the items discussed at the finance committee meeting: the draft budget, village hall, APFA funding and the parish plan – all for discussion at this meeting.

Village Hall – there had been a discussion in open council with Derrick Ind, Chair of Governors. It was noted that the income for 2005 was £6285.63 and expenditure of £4907.09. There was £1378.54 in funds for that year. The current accounts had not yet been done for 2006. Plans would be made with the school and other users and funding would be looked for to support improvements to the hall. Cllr Ms K Kay offered to take on the Hall when it was handed back to the Council in December.

APFA – as had previously been discussed and as now advised by Cllr Ms C Mitchell the APFA were looking for funding to apply for themselves. They would come to the council if the application needed to be in the parish council's name.

Parish Plan – this was to proceed although Cllr Mrs G Parsons had not received any plans/costings from Councillors for the projects Councillors wished to prioritise as requested previously. The plans would go ahead for the public meeting in March/April. The Clerk would assist Cllr Mrs G Parsons with workload.

Maintenance Person – the long proposed plan for the maintenance person (perhaps with village hall duties) was discussed. The increased legal liability for staff was raised by Cllr C Mitchell and was noted and it was felt it would be cheaper to use contractors – there were a number of people locally who ran businesses where they could take on smaller odd jobs. It was proposed to allocate £2500 to this budget head instead of the £3640 previously proposed for an employee.

Draft Budget Sheet

The draft budget sheet was discussed and each budget heading was reviewed. The new proposals are set out on the (confidential) budget sheet attached.

The office supplies budget had previously allocated for the newsletter printing and distribution, this would now have its own budget head.

The village improvement budget was decreased to £2500 as all money was unlikely to be spent from this year's budget.

Other figures were changed slightly to take into account actual usage in the last few years or based on actual expenditure in the first 6 months of this financial year.

Clerks Salary and Hours

The Clerks Salary was already set at LCP 20 with the associated annual rise – which would be advised in due course by the County and SLCC/NALC.

It was budgeted to take hours to 14 per week (with parish plan and hall as well as normal workload and projects), as current workload was averaging about 12.5 hours per week and the council would be over budget this financial year.

Cllr J Faulkner left the meeting at 9.35pm

98/06 Website Needs

A different supplier had been looked at but this would involve a £500 transfer fee and fees of approximately £600pa plus VAT, plus the council would have had to upload information themselves. The current arrangement with Fenweb costs £540 pa plus VAT and they did the work for the council. There would be no change of supplier at present. It was still planned that some of the costs of the site should be offset by advertising on the site. As previously set out costs of £10 per advert (plus initial fee) was resolved to encourage take up.

99/06 To approve Costing of Litter and Dog Bins

This matter was deferred.