 6

Councillors are hereby summoned to attend a Meeting of GORSLEY & KILCOT PARISH COUNCIL to be held at 7:30pm on Monday 6th January 2020 in the Upper Room at Christ Church, Gorsley for the purpose of transacting the following business.



Arin Spencer (Mrs) Dated 31 December 2019

Clerk to Gorsley & Kilcot Parish Council

Members of the Public are invited to address the Council at 7:30pm on matters on the agenda. (Public to speak for a maximum of 3 minutes each with the Public Session being no longer than 30 minutes).

**AGENDA**

1. **To receive apologies for absence**
2. **To receive declarations of interest and requests for dispensation regarding items on the agenda**
3. **Minutes**

To approve and sign the minutes (previously circulated) of the Council meeting held on 4th November 2019 as a correct record.

1. **Planning Matters:**
   1. To comment on the following planning applications:
      1. [**P1882/19/FUL**](https://publicaccess.fdean.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=Q1Y2LOHIM5P00) – Ford Farm Poultry Sheds, Ford Lane, Kilcot ([///delay.melts.uncle](https://what3words.com/delay.melts.uncle))

Proposal: Replacement of existing former poultry buildings with 3 no. dwellings, bat houses and associated landscaping and works. Deadline for comments 08/01/2020.

* 1. To note the following planning decisions:
     1. [**P1386/19/FUL**](https://publicaccess.fdean.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=PX1WUPHIKCR00) – Brookfield Cottage, Sterrys Lane, Gorsley ([///crush.prancing.exact](https://what3words.com/crush.prancing.exact))

Decision: Granted permission for erection of a stable block with attached hay and feed store for equine use.

* + 1. [**P1387/19/FUL**](https://publicaccess.fdean.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=PX1WV0HIKCT00) – Briery Hill House, Briery Hill Lane, Kilcot ([///record.blogs.century](https://what3words.com/record.blogs.century))

Decision: Granted permission for weddings and events use of the house and garden, together with the erection of an orangery and associated works. Demolition of Aviary.

* + 1. [**P1388/19/LBC**](https://publicaccess.fdean.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=PX1WV8HIKCU00) – Briery Hill House, Briery Hill Lane, Kilcot GL18 1NH

Decision: Granted permission (Listed Building Consent) for the erection of an orangery and associated works. Demolition of Aviary.

* + 1. [**P1555/19/FUL**](https://publicaccess.fdean.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=PYOV2CHIKYM00) – Hartleys Barn, Ross Road, Gorsley ([///decay.height.creeps](https://what3words.com/decay.height.creeps))

Decision: Granted permission for conversion of garage to annexe ancillary to main dwelling including associated works.

1. **Budget and Precept 2020/2021**
   1. To agree the budget for 2020/2021
   2. To set the precept for 2020/2021 and sign the precept request form
2. **Financial Matters:**
   1. To appoint GAPTC as Internal Auditor for the 2019/2020 financial year
   2. To receive a report from Cllr Price on the accounts check for August – November 2019
   3. To note Co-op Bank Statement dated 29/11/2019 reflecting a balance of £10,185.85 (reconciled balance £10,142.61)
   4. To note Budget Monitoring Statement as at 30/11/2019
   5. To note receipts and payments schedule as at 30/11/2019
   6. To approve the following payments:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **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 |

1. **Clerks Report** *(For information only)*
2. **Highways**
   1. To discuss traffic problems on the B4221
   2. Councillors to report on condition of roads
3. **To consider attending the following meetings/events:**
   1. Road Safety Group Meeting at Lydney Fire Station on 2 March 10 – 12am
   2. Chartered Parishes Group Meeting at GL3 Community Hub on 7 March 7 – 9pm
   3. Parish and Town Council Meeting at Council Chamber, Coleford on 11 March at 6pm
4. **To receive items for the March meeting agenda**
5. **Next meeting**

To CONFIRM that 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.

PLANNING APPLICATIONS WILL BE AVAILABLE FOR VIEWING BY THE PUBLIC FROM 15 MINUTES PRIOR TO THE MEETING AND BY APPOINTMENT WITH THE CLERK (Mrs Arin Spencer 07484619582) AT CHRIST CHURCH GORSLEY

ALL MEETINGS OF THE COUNCIL ARE OPEN TO THE PUBLIC AND PRESS WITH THE EXCEPTION OF ITEMS CONSIDERED UNDER STANDING ORDER 1C

All meetings can be moved downstairs if stairs are an obstacle to attendance at a meeting or a Loop System is required.

A wheelchair ramp can be provided to access the church.

“Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, sexual orientation, marital status and any disability), Crime and Disorder, Biodiversity, Health and Safety and Human Rights.”

**///what3words**

Where applicable the what3words address for certain items has been used. ///what3words is a simple way to talk about location. They have assigned each 3m2 in the world a unique 3 word address that will never change. For example [///ulterior.gain.baffle](https://what3words.com/ulterior.gain.baffle) marks the exact entrance of Christ Church, Gorsley. 3 word addresses are easy to say and share, and are as accurate as GPS coordinates. [Discover the what3words app](https://what3words.com/products/what3words-app/) and use it to report the precise location of any problems in the parish you would like Council to investigate.

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| --- | --- | --- | --- | --- | --- | --- |
| **Budget 2020/2021** |  |  |  |  |  |  |
| **Description** | **BUDGET** | **YTD** | **Year End** | **BUDGET** | **BUDGET** | **Notes** |
|  | **2019/2020** | **Spend** | **Forecast** | **2020/2021** | **2021/2022** |  |
| Salaries | 2,354 | 1,569 | 2,354 | 2,490 | 2,565 | 1 |
| Home working allowance | 350 | 104 | 273 | 72 | 84 | 2 |
| Clerk's Mileage |  | 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** | **4,989** | **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 |  |  |  |  |