

# DAGLINGWORTH PARISH COUNCIL

Agenda and summonsed to attend meeting

To be held on 29<sup>th</sup> March 2022 at 7.30pm

In the Village Hall

1.	Welcome and introductions from Chair of Council
2.	Attendance to be recorded (anticipated as) Parish Councillors <b>Roger Giles, Graham White (Chair), Paul Lane</b> Liz Keen and <b>Janet Seymour</b> , District Councillor <b>Julia Judd</b> , County Councillor Joe Harris
3.	Apologies received will be recorded
4.	Declaration of interests of matters on the agenda to be invited
5.	Minutes of meeting held on 1 <sup>st</sup> February to be approved
6.	Matters arising from Minutes may be discussed for information purposes only
7.	Report from District Councillor Judd
8.	Report from County Councillor Harris
9.	Public session will take place for up to 15 minutes at the discretion of the Chairman, where members of the public are invited to speak to and ask questions of the Parish Council on matters on the agenda
10.	Daglingworth Stream and Farmers Wildlife Advisory Group (FWAG) update
11.	Highway matters update <ol style="list-style-type: none"> <li>a. Daniel Tiffney (G Highways) has been contacted regarding 2 missing signs where the horses cross the road.</li> <li>b. Drains in Lower End update</li> <li>c. Grit bins –Daniel Tiffney has been asked him to organise to replace and refill</li> <li>d. A417 upgrade update</li> <li>e. Amended Invoice for contribution to verge cutting has been submitted but no response yet received. Clerk has chased</li> <li>f. 20mph limit update</li> </ol>
12.	Council to consider tree planting for Queen’s Platinum Jubilee Following a suggestion from a member of the public that the PC ask the Duchy for 7 oak trees in the middle of 40 acres along with fencing and guards. Cllr White update
13.	Council to consider request for a wedding party on the Millennium Green
14.	Planning matters to be considered (as distributed via email) and Council to note where Clerk has submitted comments under delegated authority <ol style="list-style-type: none"> <li>a) 22/00862/TCONR -Tarry Barn Church Road 15/3/22- no comments yet received</li> <li>b) 22/00466/TCONR - Chantry House The Street 4/3/22 -no comments received</li> <li>c) 20/04673/FUL   Provision of a new secure roadside truck stop – update from DC Judd</li> </ol>
15.	Financial reports and payment list to be approved as attached
16.	Council to approve changes to bank mandate to include Councillors and Clerk and to arrange for monthly statements to be sent via post to the Clerk’s address
17.	Council to consider 6 month review of Locum Clerk and to agree to increase of 20p per hour as per NALC national pay scales backdated to 1/4/21 Council to agree to formalise payroll with PATA on a monthly basis Council to agree standing order for monthly salary and working from home allowance Council to agree any other expenses to be approved at Council meetings
18.	Clerk to discuss email process with Council
19.	Queens Platinum Jubilee celebrations update Cllr Seymour -village event on 5 <sup>th</sup> June (Village Hall and PC) A permanent planter (maintained by volunteers) by the telephone box has been suggested Donation from PC would be requested and <b>Council agreed in principle to make a donation. Specific figure to be requested at next meeting</b>
20.	Date of next meeting to be agreed 31 <sup>st</sup> May 2022 (May meeting to include parish assembly and annual meeting of Council) <b>AGM at 7pm and Parish Assembly 8pm</b>
21.	Any other business to be discussed as information sharing (no decisions can be made at this point)
22.	Close of meeting

**Draft minutes**  
**held on 1<sup>st</sup> February 2022 at 7.30pm**  
**In the Village Hall**

1.	Welcome and introductions from Chair of Council
2.	Attendance recorded as Parish Councillors <b>Roger Giles, Graham White (Chair), Paul Lane, Liz Keen</b> and <b>Janet Seymour</b> , District Councillor <b>Julia Judd</b> , 3 members of the public also attended
3.	Apologies received recorded- none                      County Councillor Joe Harris did not attend
4.	Declaration of interests of matters on the agenda were invited- none
5.	Minutes of previous meeting were approved and any amendments agreed by Council
6.	Matters arising from Minutes may be discussed for information purposes only (as decisions can only be made on specific agenda items) -none
7.	Public session members of the public were invited to speak to and ask questions of the Parish Council on matters on the agenda during the meeting
8.	Report from District Councillor Judd as distributed via email and gave a further update on Cabinet and Council including <ul style="list-style-type: none"> <li>● Election charges for contested elections</li> <li>● Free after 3 parking has been withdrawn</li> <li>● Car parking charges have been increased</li> <li>● Empty property discounts scheme has been amended</li> <li>● A417 missing link updates</li> <li>● Truck Stop update – anticipated planning committee 9<sup>th</sup> March or soon after</li> <li>● Vodaphone 3G network ending 2023</li> <li>● Planning Dept update</li> <li>● Talking to local landowners regarding historic maintenance in the neighbouring areas with regard to flooding- Parish Councillors’ reported that 12 months ago monies for flood properties were available. It was discussed if local villages/landowners could join together to share knowledge. DC Judd would like to arrange a charity walk of the River Dunt to raise awareness of the river from its source to Cirencester. “Friends of the Gumstool Brook” was mentioned as an organisation as they have a lot of information</li> </ul>
9.	Report from County Councillor Harris – not available
10.	Daglingworth Stream and Farmers Wildlife Advisory Group (FWAG) <ul style="list-style-type: none"> <li>● Confirmation that a survey has been done beyond Grove House but has not yet been seen</li> <li>● Cllr White is continuing to make contact with GCC and FWAG</li> <li>● No further updates available</li> </ul>
11.	Highway matters update <ol style="list-style-type: none"> <li>a. Daniel Tiffney (G Highways) has been contacted regarding 2 missing SLOW signs where the horses cross the road -cfwd</li> <li>b. Drains in Lower End update -cfwd</li> <li>c. Grit bin at Itlay –Daniel Tiffney has been asked to replace. It has been replenished. -cfwd</li> <li>d. A417 update see DC report and road noise from A417 and rat running through village has been highlighted for the Public Hearing by Parish Council</li> </ol>

	e. Invoice for contribution to verge cutting has been submitted but Clerk asked for confirmation and it was agreed to include only the 50% of Brian Brazington invoice for each year
12.	Council agreed response to bus service project as distributed via email – Cllr White has replied on behalf of the Parish Council seeking an enhanced service
13.	Council considered 20mph limit through the Village- Cllr White has raised the matter with Glos Highways regarding the costs of 20mph limit and has requested further information about Cabinet Policy – “20 is plenty scheme” is supported by the Parish Council. Cllr White is representing the Council. It was felt that the residents would support 20mph. Councillors raised awareness of specific areas of concerns over speeding.
14.	Tree felling on Duchy Cornwall land noted- correspondence received informing the Parish Council of works due to be done.
15.	<p>Planning matters were considered (as distributed via email) and Council noted Clerk has not submitted comments under delegated authority</p> <p>a) <b>22/00243/AGFO</b> Agricultural or Forestry Notification for A Pole Barn style building for dry wood storage and lock up tool store at Land South East Of Manor Farm 26/1/22 Council discussed this application and felt that although it was outside of the conservation area, there was concern over the access on to the road. <b>Cllr White will email further information to the Clerk if it is felt that the PC wish to oppose</b></p> <p>b) <b>21/04405/FUL</b> Installation of electric vehicle charging point and alterations to external fenestration including the replacement of a rooflight, replacement of patio doors, the installation of two new rooflights and metal flue at The Gate House 19/1/22 – <b>no Comments</b></p> <p>c) <b>21/04518/LBC</b> Installation of electric vehicle charging point and alterations to external fenestration including the replacement of a rooflight, replacement of patio doors, the installation of two new rooflights and metal flue at The Gate House 19/1/22- <b>no Comments</b></p> <p>d) <b>22/00117/TCONR</b> Works to trees in conservation areas at Wains Cottage Wains Road -<b>no Comments</b></p>
16.	Cotswold District Local Plan partial update consultation as distributed via email <b>noted</b>
17.	Council agreed it wishes to lobby the District Council regarding election charge policy (as distributed)
18.	Financial reports and payment list approved as attached
19.	Council agreed 6-month review of locum would take place in new financial year (due in April 2022)
20.	Clerk discussed email process with Council- Cllr Keen will send information to Clerk Residents would like to receive draft minutes via email to publish on noticeboard.
21.	<p>Queens Platinum Jubilee celebrations were discussed Cllr Seymour requested that the PC work with the PCC and Village Hall to arrange a village event on 5<sup>th</sup> June A permanent planter (maintained by volunteers) by the telephone box was suggested but concerns raised regarding creeping urbanisation effect Donation from PC would be requested and <b>Council agreed in principle to make a donation. Specific figure to be requested at next meeting</b> Member of the public gave update on the previous Jubilees and suggested that we ask the Duchy for 7 oak trees in the middle of 40 acres along with fencing and guards. Contact details to be forwarded and Cllr White will take it forward</p>
22.	Date of next meeting agreed 29 <sup>th</sup> March and 31 <sup>st</sup> May 2022
23.	Any other business discussed as information sharing -none
24.	Close of meeting 21.00

## Financial reports for March meeting

### Cash book

01/04/21-04/02/2022	CASH BOOK		
<u>payee</u>	<u>date</u>	<u>AMOUNT</u>	<u>balance</u>
opening current account balance	01/04/2021		20051.97
PRECEPT	22/04/2021	4867.00	24918.97
nicks mowing 4912-4824	18/05/2021	-358.80	24560.17
GAPTC	18/05/2021	-69.51	24490.66
community first	18/05/2021	-318.52	24172.14
nicks mowing 5005	29/06/2021	-179.40	23992.74
nicks mowing 5094	15/07/2021	-179.40	23813.34
nicks mowing 5183	06/08/2021	-179.40	23633.94
auditor	06/08/2021	-15.00	23618.94
precept	23/09/2021	1622.00	25240.94
nicks mowing 5280	04/10/2021	-179.40	25061.54
nicks mowing 5376	08/10/2021	-179.40	24882.14
FWAG	18/11/2021	-200.00	24682.14
nics mowing 5463	01/12/2021	-179.40	24502.74
brian brazington	01/12/2021	-154.20	24348.54
locum invoice	08/12/2021	-444.77	23903.77
locum invoice	04/02/2022	-457.03	23446.74
nics mowing	04/02/2022	-358.80	23087.94

### Payment list for approval

Clerk invoice £408.69

Duchy of Cornwall rent invoice £210.00

Sonia (Krystal hosting ltd) £119.99

BANK RECONCILIATION				
01/04/2021	OPENING BANK BALANCE			20051.97
	EXPENDITURE FOR PERIOD		3453.03	
	INCOME FOR PERIOD		6489.00	
	NET EXPENDITURE			
as at above	BANK BALANCE AS ABOVE			23087.94
as at 04/02/22	BAL PER S/M			23087.94
	LESS U/P CHEQUES			
				0.00
22/11/2021	<u>reconciled balance</u>			23087.94
Deposit account				
	Total bank balance			23087.94

## Reserves

<b><u>earmarked reserves</u></b>			
community			
election costs			
precept			7000.00
contingency			
			7000.00
general			13051.97
bank balance at 31/3/21			20051.97

Budget against actual

budget to date	<u>BUDGET</u>	<u>ACUTAL YEAR TO DATE</u>	<u>BALANCE AVAILABLE TO SPEND</u>
PRECEPT	6489.00	6489.00	
bank interest deposit account	0.00	0.00	
50% contibution	0.00	0.00	
wayleave	0.00	0.00	
VAT to be reclaimed	0.00	0.00	
other receipts	0.00	0.00	
	0.00	0.00	
INCOME	6489.00	6489.00	
<b>Locum costs</b>	2398.00	901.80	1496.20
<b>Administration and mileage</b>	200.00	0.00	
<b>Insurance</b>	320.00	318.52	1.48
<b>Grants &amp; donations</b>	500.00	200.00	300.00
<b>Mowing</b>	1900.00	1683.30	216.70
<b>Subscriptions</b>	70.00	69.51	0.49
<b>Village maintenance</b>	500.00	0.00	500.00
<b>Audit</b>	15.00	15.00	0.00
<b>Chairmans allowance</b>	30.00	0.00	
<b>IT web</b>	140.00	0.00	
<b>Training</b>		0.00	
<b>Defibrillator</b>		0.00	
<b>Duchy of cornwall rent</b>	200.00	0.00	