

## MORETON-IN-MARSH TOWN COUNCIL

	<p style="text-align: center;"><b>COUNCIL MEETING MINUTES</b>  <b>Date: Tuesday 16<sup>th</sup> April 2024</b>  <b>Time: 6:30PM</b></p> <p><b>Venue:</b>  <b>Council Offices, Old Town, Moreton-in-Marsh</b>  <b>GL56 0LW</b>  <b>Telephone: 01608 651448</b>  <b>E <a href="mailto:clerk@moretoninmarshtowncouncil.gov.uk">clerk@moretoninmarshtowncouncil.gov.uk</a></b>  <b><a href="http://www.moretoninmarshtowncouncil.gov.uk">www.moretoninmarshtowncouncil.gov.uk</a></b></p>
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**Present:** Cllrs M Berry (chair), E Viviani, J Blackbeard, R Eastoe, D Curry, F Matthews, M Swift, M Danks

**In attendance:** S Hart, Clerk; T Maull, Deputy Clerk; 6 members of the public.

ITEM	TITLE
1.	<b>Apologies</b> To <b>RECEIVE</b> apologies for absence.
2.	<b>Declarations of Interests and Dispensations</b> a) There were no declarations of interests from councillors on items on the agenda. b) There were no requests for dispensation relating to items on the agenda or made in writing relating to pecuniary interests.
3.	Reports from County and District Councillors were <b>NOTED</b> .
4.	<b>Public Participation</b> Topics raised by member of the public: <ul style="list-style-type: none"> <li>• Endowment offer to Redesdale Hall.</li> <li>• Kate's Home Nursing grant request.</li> <li>• Banners on High Street Greens.</li> </ul>
5.	<b>Minutes</b> a) The minutes of 19 <sup>th</sup> March 2024 were adjusted to <b>NOTE</b> a declaration of interest from Cllrs Blackbeard and Beresford relating to Item 12 allotments. They were then <b>AGREED</b> as accurate and <b>SIGNED</b> . b) To <b>AGREE</b> as accurate and <b>SIGN</b> the minutes of 2 <sup>nd</sup> April 2024. 7pm Cllr M Swift arrived.
6.	<b>Governance</b> a) It was <b>NOTED</b> that a decision relating to the position of the council with regard to the recording of meeting items which exclude the public and press would effectively be the basis of a policy for recording meetings. b) It was <b>AGREED</b> to ask the Finance and Governance Committee to draft a policy relating to recording of meetings.
7.	<b>Finance</b> a) It was <b>NOTED</b> that the St Davids Centre hire costs had increased. b) The list of payments was <b>APPROVED</b> .

No	Payment Reference	Gross	Heading	Invoice date	Details	Cheque Total
4886	006650PC	£1.17	2400/6	11/01/24	Tesco - Milk	£31.27
4887	006650PC	£4.69	2400/4	18/01/24	Post Office - Signed for second class postage.	£4.69
4888	006650PC	£0.90	2400/6	18/01/24	Tesco - Milk	£31.27
4889	006650PC	£1.30	2400/6	29/01/24	Tesco - Milk	£31.27
4892	006650PC	£5.54	2400/6	31/01/24	Tesco - Coffee and milk.	£31.27
4893	006650PC	£3.00	2400/6	01/02/24	Tesco - Toilet rolls.	£31.27
4898	006650PC	£1.30	2400/6	06/02/24	Tesco - Milk.	£31.27
4920	006650PC	£1.30	2400/6	08/02/24	Tesco - Milk.	£31.27
4921	006650PC	£6.34		22/02/24	Tesco -	£31.27
	1	£1.30	2400/6		Milk	
	2	£5.04	2400/4		AA batteries for heating thermostat	
4943		£212.56	2400/5	15/03/24	Richard Coglan Ltd - Printing 15.02.24 to 15.03.24.	
4945		£59.54	2400/8	15/03/24	Finn Telecom Ltd - Broadband/Telephone line rental 01.03.24 to 31.03.24, call charges 01.02.24 to 28.02.24.	
4946		£40.00	5200	25/03/24	Batsford Estates Company - Annual rent for Hospital Rd allotments from 25.03.24 - 24.03.25.	
4948		£156.56	2800/3	21/03/24	Smart Computers Ltd - 12 annual licences for Microsoft 365 basic and 3 for standard.	
4949		£6.62	2400/4	13/03/24	Travis Perkins - Bag of 100 cable ties.	
4950		£214.92	2400/5	22/03/24	Grenke - Quarterly lease of printer - 01/04/2024 to 30/06/2024.	
4951		£60.00	2400/10	25/03/24	The Redesdale Hall Trust (Charity no 1202814) - Hire of lower hall for public meeting held on 25/03/24.	
4952		£213.60	2400/1	26/03/24	Radiant Heating Services Ltd - Boiler service - 26.03.24.	
4953		£183.38	4600	28/03/24	Ground Control Ltd - Scheduled gritting of High Street carpark area in March 2024. 3 visits @ £50.94 per visit excl VAT.	
4960		£244.51	4600	29/02/24	Ground Control Ltd - Scheduled gritting of High Street carpark area in February 2024. 4 visits @ £50.94 per visit excl VAT.	
4961		£216.00	9100/1	28/03/24	St Davids Centre - Youth club venue hire 9th, 16th, 23rd and 30th April 2024 (4 sessions @£54)	
4962	006650PC	£4.45	2400/6	05/03/24	Tesco - Toilet rolls and milk.	£31.27

No	Payment Reference	Gross	Heading	Invoice date	Details	Cheque Total
4963	006650PC	£0.90	2400/6	13/03/24	Tesco - Milk.	£31.27
4964	006650PC	£25.66	4500/1	15/03/24	Asda - x3 cans of petrol required for Council Workman (strimming, weed killing and grass cutting).	£25.66
4965	006650PC	£4.05	2400/6	20/03/24	Tesco - Coffee and milk.	£31.27
4966	006650PC	£1.02	2400/6	28/03/24	Tesco - Milk.	£31.27
4967	006650PC	£16.50	5100	28/03/24	Ideal Home Supplies - Three duplicate keys cut for University allotment main gate.	£16.50
4969		£6.29	2400/9	11/03/24	Lloyds Bank - Bank charges 10.02.24 to 09.03.24	
4970		£165.60	2800/3	27/03/24	Smart Computers Ltd - IT support, mailbox and sharepoint backup.	
4971		£450.00	8200	25/03/24	L C Scaffold Ltd - Scaffold inspections x5 weeks @£75pw 26.02.24 - 01.04.24.	
4972		£3,000.00	8200	25/03/24	L C Scaffold Ltd - Extra hire of scaffolding for RH x 5 weeks @£500pw from 26.02.24 - 01.04.24.	
4973		£201.60	8200	25/03/24	L C Scaffold Ltd - Pavement License renewal for RH - 15/05/24.	
		£9,296.05			Confidential	
<b>Total</b>		£14,805.35				

Additional expenditure:

4975 £124.80 15/04/24 19 DESIGN GROUP (HEAVY DUTY BLACK BAGS) £124.80

Cheque	Gross	Heading	Invoice date	Details
	£1,281.83	2900	01/04/24	GAPTC - Annual membership 2024-25.
	£1,000.00	9100/2	01/04/24	Inspire To Aspire C.I.C. - Monthly Youth Club provision
	£244.37	2400/3	03/04/24	Cotswold District Council - Non domestic rates for Council offices.
	£334.90	2400/3	03/04/24	Cotswold District Council - Non domestic rates - Car park.
	£465.75	2400/3	03/04/24	Cotswold District Council - Non domestic rates for RBL.
<b>Sub Total</b>	£3,326.85			
<b>Total</b>	£3,326.85			

- c) It was **AGREED** to renew the GAPTC annual subscription for 2024/25 of £1281.83.
- d) It was **AGREED** to re-subscribe to the SLCC at a cost of £348.00 subscription and £20 joining fee.
- e) It was **AGREED** to pay 50% (£32) of the Mann Institute Green Bin annual license (as in previous years).
- f) The February finance reports were **NOTED**.
- g) The March finance reports were **NOTED**.

	<p>h) The 23/24 Q4 VAT return was <b>NOTED</b>.</p> <p>i) Expenditure over £250 was <b>NOTED</b>.</p> <p>j) An increase of Everflow charges were <b>NOTED</b> as follows: from 1<sup>st</sup> April 2024. The Water Unit Rate has changed from £1.7760 to £1.9145 and the Waste Unit Rate has changed from £1.0544 to £1.2144.</p> <p>Document circulated.</p>
8.	<p><b>Scaffolding Pavement License – Redesdale Hall</b></p> <p>a) It was <b>NOTED</b> that the scaffolding pavement license was renewed for one month, up to May 15<sup>th</sup> 2024.</p> <p>b) It was <b>NOTED</b> that CDC Planning has specified the need for a bat survey before the roof can be netted – this has been arranged and paid for by the Redesdale Hall management committee – to take place towards the end of April 2024.</p> <p>c) It was <b>AGREED</b> to delegate to the clerk to renew for another month (to be paid for from budgeted funds) if required.</p>
9.	<p><b>Redesdale Hall Endowment</b></p> <p>a) It was <b>NOTED</b> that the condition relating to Andrew Townsend as part of the Redesdale Hall Endowment offer could not be met due to the works intended in respect of this condition having already been completed.</p> <p>b) It was <b>AGREED</b> to remove the condition for Andrew Townsend for the related amount of £12,000.</p> <p>Recorded Vote FOR: Cllrs Viviani, Danks, Swift, Matthews, Eastoe AGAINST: Cllrs Blackbeard and Curry.</p>
10.	<p><b>Grant Applications</b></p> <p>To <b>CONSIDER</b> approval of grant applications from the following groups/charities:</p> <p>a) An amendment to increase the grant for Kate’s Home Nursing to £2,000 was <b>AGREED</b>.</p> <p>b) There were no further amendments and a grant of £2,000 was <b>APPROVED</b> for Kate’s Home Nursing.</p> <p>Recorded Vote FOR: Cllrs Viviani, Danks, Curry, Swift, Blackbeard, Eastoe, Berry AGAINST: None</p> <p>c) A grant of £250 for the Rotary Club was <b>APPROVED</b>.</p> <p>d) A grant of £7,500 for the Redesdale Hall was <b>APPROVED</b> to be taken from the balance of the funds set aside on February 20<sup>th</sup> 2024 (£63,235.50) for Redesdale Hall grant requests.</p> <p>Recorded vote FOR: 5 AGAINST: 2</p>
11.	<p><b>Skate park – new surface damage</b></p> <p>To <b>CONSIDER</b> further actions to take with regard to the skate park surface vehicle damage.</p> <p>a) It was <b>NOTED</b> that the football club have offered to step the edge of the damaged skate park mound and lay down hard core to clearly define the track to prevent further damage.</p> <p>b) It was <b>AGREED</b> to accept the offer from the football club, provided they ensure the integrity of the slope and meet the necessary safety standards. Clerk has delegation to liaise with the football club to ensure they meet the conditions.</p>
12.	<p><b>Planters and Town Signs</b></p> <p>a) The locations for the town signs and planters (based on advice from GCC Highways) were <b>AGREED</b> as proposed except for the A44 (Top Cemetery location) which the council would like placed in front of the lamppost.</p> <p>b) It was <b>NOTED</b> that a group of volunteers have offered to plant up and maintain the councils’ planters.</p> <p>c) It was <b>AGREED</b> to try the arrangement of volunteers maintaining the planters for 12 months. All purchases to be made in line with the council’s financial regulations (funding to come from the remaining Welcome Back Fund in the first instance) and not to exceed the amount of £2,339.09 and to include a one-off setting up amount of £327.72. Clerk to liaise with the volunteers regarding the logistics of making purchases within the financial regulations.</p> <p>Recorded vote – unanimous.</p>
13.	<p><b>NDP Website</b></p>

	<p>a) It was <b>NOTED</b> that the NDP website is a free package setup by a previous NDP group member.</p> <p>b) It was <b>NOTED</b> that due to the quantity of data on the website it wouldn't be economical to transfer to the council's website.</p> <p>c) It was <b>AGREED</b> to upgrade the NDP website to the £16 per month package for the time being. It was delegated to the clerk to upgrade the package to £25 per month if/when this is needed.</p>
<b>14.</b>	<p><b>Placement of banners on High Street Greens</b></p> <p>a) It was <b>NOTED</b> that Cotswold Grey has placed banners on the green again on the Easter Bank Holiday despite confirming that they would not do this anymore after the August bank holiday last year.</p> <p>b) It was <b>NOTED</b> that Cotswold Grey sent an email to the council on the day of the meeting (16/04/24) to offer apologies and to help out in some way with High Street enhancements by way of making amends.</p> <p>c) Council was accepting of the apology and the spirit in which it was sent. It was <b>AGREED</b> to take no further action at this time and to bear in mind the offer of help with High Street enhancements for when the High Street Improvement plans are nearer to fruition.</p> <p>d) It was <b>DECIDED</b> that the clerk would contact the John Davies Gallery (who also put a sign on one of the greens) to notify them of the legislation.</p>
<b>15.</b>	<p><b>Correspondence</b></p> <p>a) It was <b>NOTED</b> that correspondence had been received regarding the state of the surfacing at the Redesdale Place MUGA. It was <b>NOTED</b> that the playground ROSPA inspection has just been received (15/04/24). It was <b>AGREED</b> to respond indicating that we will do a general tidy up and consider the ROSPA recommendations.</p> <p>8:30pm Cllr Curry left. 8:32 Cllr Swift left.</p> <p>b) It was <b>NOTED</b> that a young resident had written to the council asking the council to consider their ideas for QVG enhancements. It was <b>AGREED</b> to invite the individual (with parents) to meet members of the Youth Working group to discuss their ideas relating to QVG enhancements.</p> <p>c) It was <b>AGREED</b> to allow the Allotment Association to use the covered area outside the council office and the kitchen for hot water at their 'seed swap' event on April 26<sup>th</sup> (Cllr Berry to be present as key holder).</p> <p>d) It was <b>AGREED</b> to allow a group to hold a ceremony to give thanks (through song) for the source of the river (Evenlode) in Blenheim Meadow on Sunday April 28<sup>th</sup>. It was <b>NOTED</b> that they had provided copies of a risk assessment and insurance.</p>
<b>16.</b>	<p><b>Communication</b></p> <p>It was <b>AGREED</b> to highlight the following agenda items on the website:</p> <ul style="list-style-type: none"> <li>• NDP Website</li> <li>• Grants awarded</li> <li>• High Street Greens – notification of legislation but acknowledging difficult times for businesses.</li> </ul>
<b>17.</b>	<p><b>There were no items to note or for future consideration.</b></p>
<b>18.</b>	<p><b>Date of next meeting</b></p> <p>It was <b>NOTED</b> that the date of the next meeting is May 7<sup>th</sup> 2024 (this will be the Annual Meeting).</p>
<b>19.</b>	<p><b>Date of Annual Parish Meeting</b></p> <p>May 20<sup>th</sup> was <b>AGREED</b> for the date of the Annual Parish meeting (subject to hall availability).</p>
<b>20.</b>	<p><b>Exclusion of public and press</b></p> <p>It was <b>RESOLVED</b> to exclude the public and press under the Public Bodies (Admissions to Meetings) Act 1960 due to the confidential nature of the following items.</p>
<b>21.</b>	<p><b>Contracts</b></p> <p>a) It was <b>AGREED</b> to renew the Horsepool maintenance contract with JS Fisheries for £180 (plus VAT) per month – April to October 2024.</p> <p>b) The cleaning specification was <b>AGREED</b>.</p> <p>c) It was <b>AGREED</b> to advertise via the noticeboard, website and social media and to ask if applicants can clean the outside of the windows as well.</p>

22.	The meeting closed at 8:58pm
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