

EASTINGTON PARISH COUNCIL

Email: eastingtonparishcouncil@gmail.com ~ Tel: 01453 799616

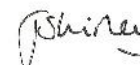
2nd August 2016

I hereby give notice that the meeting of Eastington Parish Council will be held in Eastington Methodist Church on **Tuesday 9th August at 7.00pm.**

Members of the Council are hereby summoned to attend for the purpose of transacting the business as set out below.

All residents of the Parish are welcome to attend and a 20 minute period of time is set aside for members of the public to raise questions.

Julie Shirley, Clerk to Eastington Parish Council



AGENDA

1. To note attendance and apologies for absence
2. To receive declarations of interest in items on the agenda
3. To receive Chairman's announcements
4. To approve the Minutes of the Council meeting held on 12th July 2016.
5. To review outstanding actions from previous meeting.
6. To consider changes to the order of business.

(All Items 1-6: 10 mins)

The meeting may be adjourned at this point for members of the Public to speak.

(20 mins)

To receive a report from County Councillor Lesley Williams

(5 mins)

To receive a report from the District Councillors

(5 mins)

7. Planning

7.1 To consider the following planning applications:

Date rec'd	Application No:	Address	Details
20-07-16	S.16/1541/HHOLD	2 Buckingham Close	Two storey side extension
26-07-16	S.16/1566/LBC	Alkerton Green Farm	Replacement of porch

7.2 To note the comments from the applicant for Mill Cottage and to consider removal of objection.

7.3 To consider attendance at the DCC meeting on 16th August.

8. Groups / Meetings / Reports

(10 mins)

- 8.1 To receive a verbal update from the Getting Around Group.
- 8.2 To receive a verbal update from the Churchyard & Burial Ground Group.
- 8.3 To receive a verbal update from the Resources Group.
- 8.4 To receive the monthly report from SDC Neighbourhood Warden.
- 8.5 To receive feedback from the GAPTC AGM held on 16th July (Cllr Bomberg)

9. Finance / Procedures

(20 mins)

- 9.1 To receive an update on the 2016/17 accounts including bank reconciliation.
- 9.2 To approve the payment of Clerk's expenses for July 2016.
- 9.3 To approve the accounts for payment, schedule circulated prior to meeting.
- 9.4 To receive the Clerk's timesheet for July 2016.
- 9.5 To note that a new office printer has been purchased and to agree the disposal of the old office printer.
- 9.6 To note the completion of the Annual Audit for 2015/16 from the external auditor with no matters to address.
- 9.7 To update Standing Orders (or other Council Policy as appropriate) with the requirement for Councillor email addresses.
- 9.8 To note that the Council Policies are due for annual review and Councillors to forward comments to the Clerk

10 Correspondence

(10 mins)

- 10.1 To receive a list of correspondence received for information.
- 10.2 To consider the request from GAPTC for nominations for Executive Committee

11. To discuss filling of casual vacancies by co-option (2 vacancies)

Candidates will be invited to address the meeting before Councillors take a vote by secret ballot.

Any other business for the next meeting.

Notice: The next meeting of Eastington Parish Council will be on Tuesday 13th September 2016. Anybody with an item they wish to bring to the attention of the Council, should forward details, in writing, to the Clerk to the Parish Council, no later than Monday 5th September 2016.

EASTINGTON PARISH COUNCIL

Email: eastingtonparishcouncil@gmail.com

Minutes of the Meeting held on 12th July 2016 at 7.00pm in Eastington Methodist Hall

- 1 **Attendance and apologies for absence** In attendance Cllrs Bullock (Chair), Corrie (Vice-Chair), Loveridge, Bomberg and Simmons. There were 11 members of the public. Also present District Councillor John Jones. Apologies received from Cllrs Allen, Cozens and District Councillor Stephen Davies.
- 2 **Declarations of interest in items on the agenda.** Cllr Loveridge declared an interest in agenda items 9.3 and 9.5.
- 3 **Chairman's announcements** – Cllr Bullock thanked Cllr Corrie for Chairing the Council during her absence.
- 4 **Approval of the Minutes of the Council meeting held on 14th June 2016:** RESOLVED to accept the minutes.
- 5 **Outstanding actions from previous meeting:** Cllr Simmons and Cllr Corrie still need to take forward the maintenance of the milestones. Item 9.6 notice board – permission to be sought from the Co-op supermarket and also to check the size (Clerk).
- 6 **Changes to the order of business.** None.

The meeting was opened up for Public question time.

Several residents raised the issue of car parking outside the Badger Inn at the entranceway to Victoria Drive and also obstructing private driveways. It is also a hazard with cars driving around the parked cars into oncoming traffic. Cllr Corrie responded that the Getting Around Group has been looking at the issue and noted that the Badger Inn has utilised some of its car parking for outdoor space which has made the problem worse. However, the Council doesn't currently have any suggested solutions but is looking at options and has plans to hold a public meeting. The Police Community Safety Officer will also attend the meeting. The public meeting will be advertised in the Eastington Community News. It was suggested installation of bollards to prevent parking on the corners of the entrance to Victoria Drive and double yellow lines. Concerns were raised that preventing parking outside the Badger will move the problem elsewhere. Cllr Bullock will request the PCSO to look at the issue.

Mr Booth addressed the meeting concerning the planning application to re-develop Claypits Farm and raised concerns that the Parish Council supported the application when it objected to his application for a new dwelling. The Council explained that the Committee supported the Claypits Farm application because it was a redevelopment of an existing site, and the 800 metre sustainability zone in the draft NDP had been removed by the independent examiner. Mr Booth asked if he re-submitted his application would it be supported; Council responded that it couldn't say until it received the application.

To receive a report from the District Councillor John Jones: Millend Cottage application will go to DCC on 9th August, Cllrs Jones and Davies will be in attendance. Cllr Jones noted that the Neighbourhood Warden may be able to help with the parking problem.

7. Groups / Meetings / Reports

- 7.1 Cllr Corrie gave a verbal update from the Getting Around Group; the public meeting will look at speed issues as well as parking.
- 7.2 No update from the Churchyard & Burial Ground Group.
- 7.3 No update from the Resources Group as no meeting since the last report. Next meeting will be held in August.
- 7.4 Cllr Bomberg noted that the Strategic Planning Working Group needed additional members apart

Signed

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Date

EASTINGTON PARISH COUNCIL

Email: eastingtonparishcouncil@gmail.com

from the two Parish Councillors, the original members have not responded to an email invite.

- 7.5 The Council received the minutes of the Planning Committee meeting held on 28th June 2016.
7.6 The Council received the monthly reports from SDC Neighbourhood Warden.

8 Planning

- 8.1 The Council noted that the NDP will go to Referendum on 18th August 2016.

9. Finance

- 9.1 The Clerk circulated an update on 2016/17 budget versus spend, and bank reconciliation as at 30th June 2016.
9.2 The Council approved the payment of Clerk's expenses for June 2016 at £49.60 and these will be paid with the July payroll.
9.3 The Council approved the accounts for payment, schedule circulated prior to meeting:

Payee	Details	Amount	Budget
Salaries & Expenses	May 2016 Expenses plus June 2016 Salary	£1315.56	Parish Admin
Post Office Ltd	PAYE & NI payments to HMRC for June 2016	£279.67	Parish Admin
PATA (UK)	Payroll services April-June 2016	£22.50	Parish Admin
Eastington Methodist Church	Hall Hire May 2016 (2 invoices) £28 Hall Hire June 2016 (2 invoices) £17.50	£45.50	Hall Hire
GAPTC	Councillor training	£170.00	Training
Andrew Cozens	Flood Warning Signs	£36.36	R&T
Information Commissioner	Data Protection annual registration	£35.00	Parish Admin
Tree Management	Maintenance of trees at Churchyard	£1340.40	C&BG
Alan Loveridge	June Grass Cutting (£1135)	£1135	Grasscutting
NEST	Pensions for June 2016	£109.74	Parish Admin
Vodafone	Parish Mobile	£48.99	Parish Admin
	TOTAL	£4538.72	

- 9.4 The Council received the Clerk's timesheet for June 2016.

Cllr Loveridge left the meeting for the next item.

- 9.5 The Council considered the quotes received for Churchyard wall repairs and the additional information the Clerk was requested to provide. The Council approved the contractor to undertake the work at a cost of £750. **Action: Clerk.**
- 9.6 The Council considered the quote from Smiths Waste Management for the burial ground. It was resolved to have the 640 litre general waste bin at a cost of £7.25+VAT per collection, plus a one-off bin delivery charge and annual duty of care charge. **Action: Clerk.**
- 9.7 The Council considered the request from SDC to voluntarily contribute to the cost of emptying 3 parish-owned dog waste bins, at a total annual cost of £267.69. The Council decided against making a voluntary contribution.
- 9.8 The Council agreed to the purchase of Vodafone Sure Signal at a cost of £69 to improve the parish office phone signal. **Action: Clerk.**
- 9.9 The Council authorised the Clerk to purchase a new office printer that will print duplex up to a maximum cost of £350 as budgeted. **Action: Clerk.**
- 9.10 The Council did not agree the purchase of photo ID badges for councillors.
- 9.11 The Council received an update on the defibrillator project and approved the payment of £1200 to

Signed

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Date

EASTINGTON PARISH COUNCIL

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British Heart Foundation, plus authorised the Clerk to purchase 3 external cabinets at a cost of £395 each (heated) plus external signage at £50 each. The Clerk was also requested to enquire if BHF will provide a 4th defib that could be installed at the Church. Cllrs Bomberg and Simmons volunteered to assist the Clerk in organising community training events. **Action: Clerk.**

- 9.12 The Council agreed to the provision of councillor email addresses as part of the new website. Cllr Bomberg requested that the provision of councillor email addresses be included in Standing Orders. **Action: Clerk** to add to next agenda.

10 Correspondence

- 10.1 The Council received a list of correspondence received for information.
10.2 The Council delegated the Clerk to complete the questionnaire from SDC on Heritage Strategy. **Action: Clerk.**
10.3 The Council noted the draft Stonehouse NDP available for comment 1st July-12th August.
10.4 The Council considered the invitation to attend the 90th Anniversary of the Glos Playing Field Association; the Chair will attend if available.

Any other business for the next meeting.

Standing Orders.

Co-option.

The meeting closed at 8.42pm.

Notice: The next meeting of Eastington Parish Council will be on Tuesday 9th August 2016. Anybody with an item they wish to bring to the attention of the Council, should forward details, in writing, to the Clerk to the Parish Council, no later than Monday 1st August 2016.

Signed

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Date

Eastington Parish Council

From: Email Address Redacted >
Date: Sunday, 24 July, 2016 12:15 PM
To: <eastingtonparishcouncil@gmail.com>
Cc: <cllr.stephen.davies@stroud.gov.uk>; <cllr.john.jones@stroud.gov.uk>
Subject: Mill cottage , parish council meeting 28th June 2016

Dear Mrs Shirley

I am writing in dismay at the Eastington Parish Council decision to object to our planning application based on inaccurate and deliberate misinformation.

I am a new resident to Eastington and my excitement at becoming a local resident in a beautiful village has become a stressful time. Separated from my son during the build process is difficult enough without a minority making the process longer than is needed.

Eastington has approximately 1600 residents of which 10 residents objected (5 houses) which is less than 1%.

I believe this decision was made unfairly and without a visit to my home to ascertain factual evidence.

Objections on the above evening include,

1, loss of two parking spaces from the mill - the mill plans states there must be 8 parking spaces for mill residents, there ARE 8 parking spaces to the mill excluding ours. By relocating our garage to the side we have created 2 additional parking spaces as well as garage parking for 2. The garage has not yet been commenced as we are waiting confirmation by the planning.

2, parking at front of house narrows the lane. - The original garage position finished directly on the lane which meant reversing blind on to a busy lane . There was also a telegraph pole blocking the view so new position to the side is much safer, and does not finish directly on lane. However the original historic buildings finished directly on the lane and were there for many decades.

I would like to point out the highways agency have no objections.

3, change in position of house- the back left corner has been moved forward just under 1 metre under instruction from building control due to difficult build conditions. The closeness of the river bed and tree roots has resulted in unstable ground conditions. A steel engineered foundation was installed. Protection from bank erosion and subsidence is paramount . This 1m difference is not visible from any of the objectors houses the nearest being over 60 metres away.

4, sewage - not an issue for this application , dealt with under original Millend plans.

All the above points played a part in your decision to object to our plans, resulting in a deferment for decision by committee. None of above are correct.

I would like to add that I am a self builder making my dream home not a developer as I am often referred to. Millend Mill has recently won an award that all residents should be proud of.

The residents of Eastington have been welcoming and I look forward to becoming an active member of this lovely village. I hope that neighbourly relations can be built in the future with those opposing our home.

I would like to invite the parish council to view my home to see for themselves. I would ask the parish council to withdraw its objection decision and ask that Councillor Davies withdraws his deferment as this was made under false information.

Kind regards
Jo Williams
Sean Bryan

Stonehouse, The Stanleys, Eastington, Whitminster and Severside Monthly Report

Warden: Stuart Beard

Month: June 2016

On duty for 21 shifts

Visits to vulnerable people: x 1 Leonard Stanley

Work with Partner Agencies:

- Dursley Police- Smart water launch and media day
- Patrol of King Stanley with PCSO Ward
- Met with Tim Prince- Discussed Selsley Community Group attending meeting in August to discuss warden work.
- Cottsway Housing Association- Reported ongoing ASB from resident, now sharing information between police and housing officer.
- Sanctuary Housing Association – Reported ongoing issue with Flytipping from addresses managed by Sanctuary. ASB officer will attend offending properties.

Incidents of Anti-Social Behaviour:

- Stonehouse ASB Bramble Lane- Ongoing Fly tipping occurring from residents, reported and cleared, liaised with housing officer to report ASB (Case closed)
- Stonehouse Neighbour Dispute- Attended and spoke to both residents regarding noise, dog and abusive behaviour. (Case closed)
- Whitminster School Close- ASB from resident, ongoing problems for past 3 years. Spoke to police and housing association about action being taken, both agencies now sharing information. (Ongoing)
- Whitminster Play area- ASB from youth at new play area, patrol regularly to act as deterrent. (Ongoing)
- Eastington High Hedge Complaint- Approached resident but no response, Sending letter of advice and asking to cut back hedge. (Ongoing)
- Eastington Cold Caller Scam on Broadfield resident- Spoke to resident and advised of security and how to stay safe. Reported to police as shared information on offender and scam. (Case closed)
- Leonard Stanley High Hedge Complaint- Private property issue, spoke with neighbour to make aware of the issues that fir trees were causing to the resident next door. Put both in touch with each other to agree action. Has now been resolved. (Case Closed)
- King Stanley Parking/Land Dispute/High Hedge- Issues with addresses in Crown Court, requested information from Highways on ownership. (Ongoing)
- King Stanley Hedge Complaint- Spoke to local residents about high hedges and process we follow. Reported areas to public spaces for clearance. (Case closed)

Fly Posting: x 2 Eastington. Selsley

Fly Tipping Reported and Cleared x 5

Abandoned Vehicles: x 7

Stonehouse x 4, Leonard Stanley x1, King Stanley x1 Painswick x1

Graffiti Removal: x 1 Stonehouse

Dog fouling: Patrols carried out in Stonehouse (Stagholt Lane)

Fix Penalty Notice x 1

Foot Patrol Conducted:

- Stonehouse
- Whitminster,
- King Stanley,
- Leonard Stanley,
- Eastington.
- Saul

- Direct Patrol of Leonard Stanley and King Stanley- reports of eastern European men driving white transit van around area and entering people's gardens. Shared information to other Parishes.
- Direct Patrol of Whitminster- ASB from youths reported in park area, driven/foot patrol to act as deterrent.
- Direct Patrol of Stonehouse Park estate- ongoing issue with children playing in roads and around resident's gardens.

Any Other Business:

- Pathway inspections carried out in Stonehouse and King Stanley arranged for removal of weeds and debris.
- Conducted SDYC (youth Council) transport.
- Referendum Duty- Aided in the set up, security and running from 22nd-25th
- Upton Village day- Supported local fete with other Wardens
- Visited Beeches for coffee morning and catch up with residents.
- Willow Road coffee morning
- Attended Proud Of Stroud Meeting
- Aided in Car Park Enforcement with A/M

Forthcoming events:

Stroud Show
Development Workshop
Corporate induction Days
Car park inspections
Warden Meeting

This report is a brief outline of duties undertaken, if you would like to discuss any of the items in more detail, please contact me on 07876405833, thank you.

BALANCE AT BANK 31st July 2016	
Lloyds Bank – Current Account	£21,017.52
Lloyds Bank – Instant Access Account	£44,825.12
Barclays Bank - Solar Farm Grant Fund	£5,908.68
TOTAL MONIES IN BANK	£71,751.32
LESS OUTSTANDING CHEQUES	
10/05/16 - Chq 1728	£25.00
14/06/16 - Chq 1742	£1,656.00
12/07/16 - Chq 1748	£170.00
12/07/16 - Chq 1749	£36.36
TOTAL OUTSTANDING CHEQUES	£1,887.36
BALANCE AT 31/07/16	£69,863.96
OPENING BALANCE AT BANK 01/04/2016	£59,415.00
Plus receipts	£35,114.03
TOTAL	£94,529.03
Less expenditure to 31/07/16	£22,575.47
Less uncleared expenditure & cancelled cheque prior to 01/04/16	£2,089.60
BALANCE AT 31/07/16	£69,863.96

X

X

Signed Clerk Date.....
Name

Signed Chairman Date.....
Name

BUDGET YEAR ENDING 31 MARCH 2017

Expenditure	Budget 2016-17	Exp to 31/07/16	Balance
Parish administration	21,800.00	5,505.24	16,294.76
Planning Advice	12,000.00	4,027.10	7,972.90
Insurance	1,100.00	701.07	398.93
Hall hire	360.00	126.83	233.17
Ground Maintenance Contracts	10,155.00	4,192.50	5,962.50
Loan Repayments - OHMG, Alkerton	5,550.00	2,761.48	2,788.52
Parish election expenses	950.00	0.00	950.00
Severn Trent Water	50.00	19.28	30.72
Audit & Legal Fees	600.00	185.00	415.00
S137 Grants & Donations	500.00	0.00	500.00
Subscriptions	700.00	81.00	619.00
Training	1,000.00	170.00	830.00
Footpaths & Kissing Gates	1,200.00	600.00	600.00
Repair projects (historic monuments)	0.00	0.00	0.00
Churchyard & Burial Ground Repairs & Remedial Work	3,500.00	2,314.80	1,185.20
OHMG Road repairs	0.00	0.00	0.00
Noticeboard	500.00	0.00	500.00
Neighbourhood Plan	0.00	0.00	0.00
Professional Representation Fund	1,500.00	0.00	1,500.00
Salt bins	300.00	0.00	300.00
Dog bins	550.00	0.00	550.00
Roads & transport	4,800.00	399.30	4,400.70
Phone box power	0.00	29.06	(29.06)
Contingency	500.00	0.00	500.00
Play ground inspection & maintenance	500.00	112.00	388.00
Ecology Projects	1,000.00	0.00	1,000
TOTAL BUDGET	69,115.00	21,224.66	47,890.34

Earmarked Reserves:

Planning advice	3500
OHMG Road Repairs	1500
Neighbourhood Plan	896
Roads & Transport	2998
Churchyard & Burial Ground Repairs	1850
Play Park maintenance	1935
Repair projects (historic monuments)	1500

EPC Travel and Expenses Claim

Name JULIE SHIRLEY

Address

Use Code	Vehicle Registration	Cubic Capacity	Office Use Rate/ Lump sum
E-essential			
C-casual			
C			45p per mile

Date	Destination	Details	Miles	Parking	Fares	Miscellaneous - Specify	Amount
04-07-16		Home Office Allowance	0	0	0		4
05-07-16	Gloucester	Meeting with Flood Authority re Meadow Mill	0	3.7	0		3.7
10-07-16	Eastington	Delivery of NDP papers to Eastington	20	0	0		9
11-07-16		Home Office Allowance	0	0	0		4
12-07-16	Eastington	Pre-application planning discussion	20	0	0		9
18-07-16		Home Office Allowance	0	0	0		4
18-07-16		Sure Signal for Mobile Phone	0	0	0		69
20-07-16	Eastington	Burial Ground meeting with contractor	20	0	0		9
25-07-16		Home Office Allowance	0	0	0		4
26-07-16	Eastington	Defib meeting at Westend Suites / Co-op	20	0	0		9
				0	0		
			0	0	0		

For Office Completion Only	
Total Misc.	£
Total Fares	£
Total Parking	£
Total (Miles x Rate)	£
Lump Sum (if applicable)	£
TOTAL	124.70

I certify that:

- (a) Where I have used the above motor vehicle(s) on official business my policy of motor insurance indemnifies the EPC against any third party claims arising out of use of that vehicle.
- (b) The particulars in this claim are correct and I have incurred expenditure additional to that which I would normally have incurred. I attach receipts where applicable.
- (c) I understand that the mileage allowance is at the current Local Government mileage allowance rate.

Signed (Claimant)..... Date.....

Signed (Chair/Vice-Chair)..... Date.....

Payments Eastington Parish Council 9 August 2016

Payee	Details	Amount	Budget
Salaries & Expenses	June 2016 Expenses plus July 2016 Salary	£1215.93	Parish Admin
Post Office Ltd	PAYE & NI payments to HMRC for July 2016	£267.05	Parish Admin
British Heart Foundation	Contribution to Defibrillators	£1200	Parish Admin
Eastington Methodist Church	Hall Hire July 2016	£10.00	Hall Hire
Getmapping Plc	Parish Online annual fee	£33.60	Parish Admin
Staples UK Ltd	Printer, paper, clipboard	£113.41	Parish Admin
Alan Loveridge	July Grass Cutting (£1135)	£1135	Grasscutting
NEST	Pensions for July 2016	£106.41	Parish Admin
Vodafone	Parish Mobile	£48.99	Parish Admin
	TOTAL	£4130.39	

CORRESPONDENCE RECEIVED

	Date	From	Details	Action
1	05-07-2016	Gloucestershire CC	Independent Advocacy in Gloucestershire survey	For info
2	05-07-2016	Stroud DC	Referendum Timetable	For info
3	06-07-2016	Stroud DC	Chairing & Public Speaking Skills Seminar	Forwarded to Cllrs for info
4	06-07-2016	Gloucestershire CC	Local Transport Plan adopted	For info
5	06-07-2016	Stroud DC	Jigsaw websites - end of life notification	For info
6	07-07-2016	Active Gloucestershire	Sportivate Funding Opportunity for 11-25 year olds	Forwarded to OHMG
7	07-07-2016	DCLG	Call-in request for S.15/2089/OUT denied	For info
8	07-07-2016	Gloucestershire CC	Roadworks Weekly Bulletin 07.07.16-17.07.16 (none for Eastington)	For info
9	08-07-2016	Gloucestershire CCG	Sustainability & Transformation Plan - Issue 1	For info
10	08-07-2016	Gloucestershire Highways	Community Match - confirmation of gateway locations	Forwarded to Getting Around Group
11	11-07-2016	Stroud DC	July SDC E-News	Forwarded to Cllrs for info
12	11-07-2016	Stroud DC	Eastington NDP Referendum	For info
13	11-07-2016	Stroud DC	NDP Referendum Information Statements	For info
14	12-07-2016	Gloucestershire CC	Free strimmer training for volunteers	For info
15	12-07-2016	Cllr John Jones	Post Referendum SDC Leaders Statement	Forwarded to Cllrs for info
16	13-07-2016	Gloucestershire CC	Chartered Parish & Town Councils Meeting - notes of the latest meeting	For info
17	13-07-2016	PROWD	Copy email re Stanley Wood PROW conflict	For info
18	13-07-2016	Stroud DC	Neighbourhood Plan Referendums - Campaign expenses	Forwarded to NDP Group
19	14-07-2016	Resident	Planning application query	Responded & Copied Cllrs
20	14-07-2016	SDC Neighbourhood Warden	June 2016 Report	For info
21	14-07-2016	Gloucestershire Care Services	Review of minor injuries and illness units	Forwarded to Cllrs for info
22	14-07-2016	Stroud DC	NDP Referendum Notice	Forwarded to ECN
23	14-07-2016	Gloucestershire CC	Roadworks Weekly Bulletin 14.07.16-24.07.16 (none for Eastington)	For info
24	15-07-2016	Resident	Request for memorial tree at Burial Ground	Forwarded to C&BG Group
25	15-07-2016	National Grid	Notification of slow-moving lorry travelling along M5 on 24th July	Forwarded to Cllrs for info
26	20-07-2016	Stroud DC	Cluster Group agenda 27.07.16	Forwarded to Cllrs for availability
27	20-07-2016	PROWD	Temporary closure of footpath CCO11 and CCO17 - copy email	For info
28	21-07-2016	Gloucestershire Highways	Roadworks Weekly Bulletin 21.07.16-31.07.16 (one minor in Eastington o/s 41 Swallowcroft)	For info
29	24-07-2016	Resident	Mill Cottage - request for Council to remove objections to planning application	Forwarded to Cllrs for comment
30	25-07-2016	GAPTC	Representation on GAPTC Executive Committee	August agenda
31	25-07-2016	Gloucestershire CCG	CCG Bulletin - Community Partner Briefing	Forwarded to Cllrs for info
32	25-07-2016	Stroud DC	Nominations open for Councillor Achievement Awards	Forwarded to Cllrs for info
33	26-07-2017	Grant Thornton UK LLP	Audit for the year ended 31st March 2016 completed	For info
34	28-07-2016	Gloucestershire Highways	Roadworks Weekly Bulletin 28.07.16-07-08-16 (one minor for Eastington - Swallowcroft)	For info
35	28-07-2016	Gloucestershire CC	July issue of Parish & Town Councils Connected	Forwarded to Cllrs for info
36	28-07-2016	Easyspace	NDP Website due for renewal	For info
37	28-07-2016	Friends of Snakey Park	Inspection reports for July and August 2016	For info
			Total 348 emails received in July 2016	

Eastington Parish Council

From: "GAPTC Admin" <admin@gaptc.org.uk>
Date: Monday, 25 July, 2016 11:22 AM
To: <training@gaptc.org.uk>
Subject: representation on GAPTC Executive Committee

To council members in Stroud district

Our Executive Committee consists of three representatives from each of four districts in the county, plus one clerk representative.

One of the three members on the Executive Committee elected from Stroud district has resigned. The remaining two are Jean Hanks (Quedgeley) and Norman Kay (Nailsworth).

We are inviting nominations from councils for a new representative to be received here by Friday 23rd September (allowing for the August break which many councils have). If there is more than one nomination, we will hold an email election, with an announcement at the end of October.

The Executive Committee meets 6 times a year, usually at Highnam Community Centre and in the afternoon. Its role is to steer the direction of the organisation, ensuring that it delivers the services needed by member councils. It is also responsible for setting the membership fee in the autumn of each year so that councils can budget for their subscription.

We look forward to receiving your nominations.

Kind regards

Sue Creswick
Parish Liaison Officer
GAPTC
Falcon Close
Quedgeley
Gloucester
GL2 4LY
01452 883388
www.gaptc.org.uk



This email has been checked for viruses by Avast antivirus software.

www.avast.com

CO-OPTION

Introduction

Legal Topic Note 8 -“Elections” describes in detail the circumstances which permit and legislation relating to the co-option of persons to fill the vacancies in a parish and community council (“a local council”). The purpose of this Briefing is to identify and recommend good practices in respect of a co-option process.

Public notice of vacancies

s.87(2) of the Local Government Act 1972 (“the 1972 Act”) requires a local council to give public notice of casual vacancies. There is no statutory requirement to give public notice of local council vacancies which remain unfilled after an ordinary election (s.21(2) Representation of the People Act 1985). NALC recommends that councils give public notice of vacancies which arise in both circumstances to encourage transparency and to attract more candidates. NALC also recommends that the public notice given by a council invites applications from candidates who satisfy (i) the eligibility criteria for being a councillor and (ii) the competencies listed in a person specification, agreed by the council. More information about (i) and (ii) is below.

(i) Eligibility for co-option

A person is eligible to be co-opted provided he is qualified to be a councillor pursuant to s. 79 of the 1972 Act and is not disqualified pursuant to s.80 of the 1972 Act. Legal Topic Note 8 provides full commentary about the provisions of sections 79 and 80 of the 1972 Act.

Candidates standing for a local council election must submit to the Returning Officer a form (prescribed by Part 7 of the Local Elections (Parishes and Communities) (England and Wales) Rules 2006) which (a) confirms their consent to nomination and (b) includes a declaration that they meet the aforementioned statutory qualifications to stand for election. However candidates who wish to be co-opted on to a local council are not subject to such requirements. To ensure that councils consider for co-option only those candidates who are eligible to be councillors, NALC recommends that councils require candidate(s) for co-option to declare or certify in writing that they:

- meet the criteria for eligibility, set out in s. 79 of the 1972 Act, to be a member of the council

and

- are not disqualified, pursuant to s.80 of the 1972 Act, to be a member of the council.

A council may need to investigate or obtain evidence about a candidate’s eligibility to be a councillor if this is challenged.

(ii) Person specification

After receipt of a candidate's written self-certification which confirms he meets the statutory requirements to be a member of a local council, the council will need to fairly consider if candidates are suitable for co-option. Candidates may be assessed by whether or not they meet the criteria in a person specification, agreed by the council. An *example* of a person specification is in the Appendix to this Briefing.

Decision making

The decisions made by a local council about (i) whether or not to co-opt when vacancies remain unfilled after an ordinary election and (ii) who to co-opt when vacancies remain unfilled after an ordinary election and when casual vacancies arise should be transparent. In NALC's view, it would be difficult for a local council to argue that there are special reasons which justify excluding the public during a council meeting, (s.1(2) Public Bodies (Admission to Meetings) Act 1960) when it is making decisions about a matter of public interest such as co-option. Decisions about co-option which are made at council meetings when the public have been excluded will not eliminate the need for a council to explain, for example to unsuccessful candidates, the reasons for its decisions.

This briefing was issued by Meera Tharmarajah, Head of Legal Services

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Appendix

<p>Name of Local Council _____</p> <p>Description of Office (may include particular committee membership or other responsibilities) _____</p>		
COMPETENCY	ESSENTIAL	DESIRABLE
<p>Relevant knowledge, Education, Professional Qualifications & Training</p>	<ul style="list-style-type: none"> • Sound knowledge and understanding of local affairs and the local community. • Other requirements as appropriate 	<ul style="list-style-type: none"> • A levels/Degree level and or • Specific Vocational training or professional qualification (e.g. accountant, teacher, surveyor, architect) may be specified.
<p>Experience, Skills, Knowledge and Ability</p>	<ul style="list-style-type: none"> • Solid interest in local matters. • Ability and willingness to represent the Council and their community. • Good interpersonal skills. • Ability to communicate clearly both orally and in writing. • Ability and willingness to work closely with other members and to maintain good working relationships with all members and staff. • Good reading and analytic skills. • Ability and willingness to work with the council's partners (e.g. voluntary groups, other parish councils, principal authority, charities). • Ability and willingness to undertake relevant training. • Ability to work under pressure. 	<ul style="list-style-type: none"> • Knowledge of HR, procurement, contract management, financial control or risk management and compliance, public relations • Experience of working in another public body or not for profit organisation • Experience of working with voluntary and or local community/ interest groups. • Basic knowledge of legal issues relating to town and parish councils or local authorities. • . • Experience of delivering presentations. • Experience of working with the media. • Experience in financial control/budgeting • Experience of staff management
<p>Other requirements</p>	<ul style="list-style-type: none"> • Ability and willingness to attend meetings of the council (or the meetings of other local authorities and local bodies) in the evening and events in the evening and at weekends. • Flexible • Enthusiastic. 	