

EASTINGTON PARISH COUNCIL

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

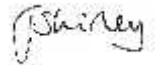
7th June 2016

I hereby give notice that the meeting of Eastington Parish Council will be held in Eastington Methodist Church on **Tuesday 14th June 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 10th May 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. Groups / Meetings / Reports **(5 mins)****
- 7.1 To receive a verbal report regarding the GRCC CARS event (25th May).
 - 7.2 To receive the minutes of the Planning Committee meeting held on 24th May 2016.
- 8 Planning **(15 mins)****
- 8.1 To consider the planning application S.16/1081/FUL – retrospective application for alterations to dwelling permitted under S.13/2578/FUL – Mill Cottage, Millend Mill.
 - 8.2 To consider the planning application S.16/1179/CPL – Creation of new access on non-classified road – Southview Barn, Nupend.
 - 8.3 To consider the planning application S.16/1177/FUL – construction of dwelling at Land adjacent to 1 Alkerton Grange Cottages.
- 9. Finance **(40 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 May 2016
 - 9.3 To approve the accounts for payment, schedule circulated prior to meeting
 - 9.4 To receive the Clerk's timesheet for May 2016
 - 9.5 To note that the National Joint Councils have agreed a 1% salary increase backdated to 1st April 2016.
 - 9.6 To consider the purchase of an additional notice board to be installed outside the Co-op at a cost of £401.
 - 9.7 To note that the Clerk will be inviting tenders for the Skate Park project.
 - 9.8 To consider the quotes received for Churchyard wall repairs.
 - 9.9 To consider joining the SDC Garden Waste service at the Burial Ground at a cost of £56 in the first year, then £36 thereafter.
 - 9.10 To consider adding the High Path to the grass cutting contract.
 - 9.11 To consider submitting a grant application to the Police & Crime Commissioner for funding for a speed camera estimated cost £11,300+VAT and agree match funding from the Parish Council if other sources are unsuccessful.
 - 9.12 To approve removal of two dying cherry trees at the Churchyard total cost £338+VAT.
- 10. Policy & Procedures **(5 mins)****
- 10.1 To agree to amend Standing Orders to include the mandatory requirement for all councillors to attend Councillor training once every four years.
- 11. To consider the options for a new Parish Council website and decide upon a provider **(10 mins)****
- 12 Correspondence **(5 mins)****
- 12.1 To receive a list of correspondence received for information.
 - 12.2 To confirm Councillors attending the GAPTC AGM on Saturday 16th July 10am.

Any other business for the next meeting.

Notice: The next meeting of Eastington Parish Council will be on Tuesday 12th July 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 July 2016.

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Minutes of the Annual Meeting held on 10th May 2016 at 7.00pm in Eastington Methodist Hall

- 1 **Attendance and apologies for absence** In attendance Cllrs Bullock (Chair), Corrie, Allen, Loveridge, Bomberg, and Cozens. There were 9 members of the public. Also present District Councillor John Jones and District Councillor Stephen Davies and County Councillor Lesley Williams. Apologies received from Cllr Simmons.
- 2 **Councillors signed** declarations of Acceptance of Office and received Register of Interests forms to complete.
- 3 **Election of Chair and receive Chair's Declaration of Acceptance of Office:** Cllr Bullock nominated Cllr Corrie seconded by Cllr Loveridge. Cllr Bullock was unanimously elected as Chair for the ensuing year.
- 4 **Election of Vice-Chair:** Cllr Allen nominated Cllr Corrie seconded by Cllr Loveridge. Cllr Corrie was unanimously elected as Vice-Chair for the ensuing year.
- 5 **Councillors appointed to Committees / working groups / external bodies as follows:**
 - a. **Planning Committee:** Cllrs Bullock, Corrie, Loveridge, Bomberg, Simmons
 - b. **Strategic Planning Working Group:** Cllrs Bomberg, Simmons
 - c. **Resources Group:** Cllrs Corrie, Allen, Loveridge, Bullock
 - d. **Getting Around Group:** Cllrs Corrie, Allen, Bullock
 - e. **Churchyard and Burial Ground Group:** Cllrs Allen, Simmons, Bullock
 - f. **Friends of Snakey Lane Park Group representatives:** Cllrs Loveridge, Bullock
 - g. **Neighbourhood Development Plan Steering Group:** Cllrs Bullock, Corrie, Allen
 - h. **Flood Prevention Group representative:** Cllr Allen
 - i. **Canal Consultative Working Group representative:** Cllr Corrie
 - j. **Community Land Trust representative:** Cllr Bomberg
 - k. **OHMG representative:** Cllr Bullock
 - l. **Village Hall representative:** Cllr Bullock
 - m. **The Eastington Allotments Society representative:** Cllr Corrie
 - n. **Appeals & Hearing Panels:** All councillors
- 6 **Declarations of interest in items on the agenda.** Cllr Loveridge declared a pecuniary interest in item 14.8 (schedule of payments).
- 7 **Chairman's announcements** – None.
- 8 **Approval of the Minutes of the Council meeting held on 12th April 2016:** RESOLVED to accept the minutes.
- 9 **Outstanding actions from previous meeting:** Item 6: new TPO request, Clerk to follow-up and copy in Cllr Davies. Item 7.3: Blanch & Clutterbuck Charity, the Clerk will continue to administer the charity estimated to be approximately 2 hours work per year once all the account signatories have been updated. Item 10.8: Flood warning signs still to be purchased. Item 11: The Old Badger has raised £600 over the bank holiday weekend towards the defibrillator project.
- 10 **Changes to the order of business.** Councillors agreed to bring forward agenda item 15 Skate Park update.
- 11 The Council received an update from Friends of Snakey Park regarding the skate park project. It is hoped the skate ramps will be constructed of concrete as this is longer-wearing. There were questions about safety and it was confirmed that the equipment is annually checked by RoSPA and also receives monthly inspections.

Signed

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Cllr Williams asked if the skate park has been costed yet; the Group indicated that they have an indicative budget of £50-60k. Cllr Williams has a small allocation of Active Youth money that could be used and will discuss with the Snakey Park group.

Cllr Loveridge proposed that the Parish Council agrees to the requests from Friends of Snakey Park to work with the group to purchase the skate park, insure and budget annually to maintain the equipment in the same way the Council does for the Play Park. This was seconded by Cllr Bomberg. All in favour.

To receive a report from County Councillor Lesley Williams: Cllr Williams attended the quarterly Highways meeting with the Parish Council and noted that there were no dates against the agreed actions and will follow this up with Highways. Two Rivers now has some social housing in Eastington at Swallowcroft. There has been a Government u-turn on requiring all schools to become Academies. Local Transport Plan has been published. Cllr Williams was pleased to hear that Eastington is planning to purchase defibrillators and noted that the Rotary Club contributed towards the one in Stonehouse. Cllr Loveridge asked why Eastington is not included in the reduced rate bus transport to college; Cllr Williams was not aware and requested Cllr Loveridge to email the information to Cllr Williams to find out.

Cllr Cozens expressed his concerns at the lack of communication between County Highways and the Parish Council as to maintenance plans for the parish. Cllr Williams suggested that the Parish Council contact the County Council portfolio holder for Highways which is Cllr Vernon Smith. There was a discussion on the provision of Village Gateways, the lack of road surface maintenance and the use of the roads by heavy vehicles.

To receive a report from the District Councillor Stephen Davies: Eastington parish is now part of the Severn Ward which has two District Councillors. The first meeting of the new District Council is Thursday 19th May. Cllr Bomberg noted the planning application for land north of Alkerton Road has gone to appeal for non-determination. Cllr Bullock requested that Cllr Davies find out if this could be a public hearing rather than written representations. Cllr Bomberg asked why the application was not determined within the time period; Cllr Davies will make enquiries.

The meeting was opened up for Public question time.

Mr Low asked for an update on the enforcement action at Millend Mill. The Parish Council has received no updates from the Enforcement Officer; Cllr Davies will follow-up.

Mr Low circulated prior to the meeting a paper on Eastington Community Land Trust and ran through the main points. The CLT currently has 40 members, and there will be a public meeting in July to update the parish on the CLT and everyone is welcome to attend and become members. Cllr Allen noted that the CLT intends to ask the Parish Council to take out a loan on behalf of the CLT; this is one option considered by the CLT, they are also looking at other options. Cllr Jones asked if the rural housing site will be inside or outside the development boundary; Mr Low responded that the site will be outside the development boundary to meet the criteria of an exception site. Mr Low ran through a brief summary of the Housing Needs Survey and that the registered provider will be Aster Homes. Cllr Bomberg noted that there are people on the Love Eastington Facebook group that are seeking rented homes within the parish and offered to promote the CLT on the Facebook group.

12. Groups / Meetings / Reports

12.1 The Council received a verbal report from the Resources Group and one of the items to consider is a change of meeting venue which may involve a change of meeting day and will provide further information in due course. The Clerk's annual Appraisal was carried out in April. Cllr Allen and Cllr Corrie carried out the quarterly internal financial checks using the GAPTC template, they noted that

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the finances are well organised and there were no issues.

- 12.2 The Council received a report from the Getting Around Group circulated prior to the meeting and the Council had no further comments. Cllr Allen thanked Cllr Williams for her offer to put her 2016/17 money towards funding some of the Village Gates when the design has been agreed.
- 12.3 The Council received a report from the Churchyard and Burial Ground Group circulated prior to the meeting and Cllr Allen highlighted a desire to install row markers in the burial ground to make it easier for families to identify plot locations. The Council agreed that the Group should research and cost up options.
- 12.4 No report received from the Strategic Planning Working Group
- 12.5 The Council received a report from The Eastington Allotment Society circulated prior to the meeting.

13 Planning

- 13.1 The Clerk and Cllr Allen gave an update on the NDP; the independent examination of the NDP has concluded with 20 recommendations from the examiner. Stroud District Council's Environment Committee will meet in June to consider the recommendations and will decide if the NDP can proceed to Referendum on 11th August 2016.
- 13.2 The Council agreed the wording of the motion to put to GAPTC's AGM "*as a small rural parish council, Eastington PC request that GAPTC urge the Government to demonstrate a commitment to protect rural living through sensitive countryside planning laws*". **Action: Clerk.**
- 13.3 The Council considered the consultation from Stroud DC regarding Community Infrastructure Levy, it was noted that CIL payments to Parish & Town Councils are not mentioned in the consultation documents. Councillors were invited to send additional comments to the Clerk.
- 13.4 The Council considered the planning application S.16/0607/FUL – John Stayte Services – to erect four commercial units. There were no objections.

14 Finance

- 14.1 The Council authorised the Clerk to renew the parish council insurance with Came and Company at a cost of £692.05 which is due on 1st June 2016.
- 14.2 The Council reviewed the inventory of land and assets.
- 14.3 The Council reviewed the list of direct debits.
- 14.4 The Council reviewed the Council's bankers and authorised signatories, and instructed the Clerk to remove ex-councillors from the banking mandate. **Action: Clerk.**
- 14.5 The Clerk circulated an update on 2016/17 budget versus spend, and bank reconciliation as at 30th April 2016.
- 14.6 The Council received the internal auditors report on the year-end accounts 2015/16 and noted the amendment to staff costs/payments totals. The Council approved the amended yearend figures for submission to the external auditor.
- 14.7 The Council approved the payment of Clerk's expenses for April 2016 at £49.60 and these will be paid with the May payroll.
- 14.8 The Council approved the accounts for payment, schedule circulated prior to meeting:

Payee	Details	Amount	Budget
Salaries & Expenses	March 2016 Expenses agreed 12/04/16 processed through Payroll plus April 2016 Salary	£1201.35	Parish Admin
Post Office Ltd	PAYE & NI payments to HMRC for April 2016	£260.95	Parish Admin
Muriel Bullock	March 2016 Expenses agreed 12/04/16	£25.00	Parish Admin
Severn Trent Water Ltd	Burial Ground stand tap	£19.28	STW
Playsafety Ltd	Annual Playground Inspection	£134.40	Playground
IAC Audit & Consultancy	Internal Audit 2015-16	£222	Audit

Signed

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Ltd			
Troy Hayes Planning Ltd	Ecotricity Planning Application response	£3176.52	Planning
Staples	Stationery	£25.37	Parish Admin
Chambers Builders Ltd	Church Bridge Repair	£654.00	C&BG
Alan Loveridge	April Grass cutting (£1135) Churchyard Elder & Ivy removal (£100)	£1235	Grasscutting
NEST	Pensions for March 2016	£104.75	Parish Admin
Vodafone	Parish Mobile	£48.99	Parish Admin
		£7107.61	

Receipts:

HMRC VAT refund £1752.48

14.9 The Council noted the Clerk's timesheet for April 2016

14.10 The Council received a briefing paper on the Solar Farm grant funding and the Council authorised the Clerk to promote the Council's grant schemes in the Eastington Community News. **Action: Clerk.**

14.11 The Council RESOLVED that it meets the eligibility criteria to adopt the General Power of Competence.

14.12 The Council agreed that Cllr Allen, Cllr Bullock and Cllr Cozens will attend the "Being a Better Councillor" Course on 28th June. **Action: Clerk.** Cllr Cozens to check his availability and confirm to the Clerk.

15 Cllr Corrie gave an update regarding cleaning and maintenance of the village milestones. A quote has been received to maintain one milestone at a cost of £50. The other milestone on Bath Road may not be a milestone as it marks the old salt route. A quote has been received to clean and maintain Alkerton Cross of approximately £1000 but the company would want a sample of the stone to test before undertaking cleaning. It was agreed to maintain the one milestone at a cost of £50. **Action: Cllr Corrie/Simmons.**

16 Correspondence

16.1 The Council received a list of correspondence received for information.

17. Separate Business

Pursuant to 1(2) of the Public Bodies (Admission to Meetings) Act 1960 it is resolved that, because of the confidential nature of the business to be transacted, the public and press leave the meeting during the consideration of:

The Council consented to the request from the Clerk to undertake employment outside of Eastington PC.

The meeting closed at 9pm.

Notice: The next meeting of Eastington Parish Council will be on Tuesday 14th June 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 6th June 2016.

Signed

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Date

EASTINGTON PARISH COUNCIL

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Minutes of the Planning Committee meeting held on 24th May 2016 at 6.00pm in Eastington Methodist Hall

- 1 **Attendance and apologies for absence** In attendance Cllrs Corrie (Acting Chair), Loveridge, Bomberg and Simmons. Apologies received from Cllr Bullock. 2 members of public present.
- 2 **Elect a Chairman of the Planning Committee for the ensuing year:** Cllr Corrie nominated Cllr Bullock in her absence, seconded by Cllr Loveridge. Cllr Bullock was unanimously elected as Chair of the Planning Committee for the ensuing year.
- 3 **Declarations of interest in items on the agenda.** None.
- 4 **Approval of the Minutes of the meeting held on 26th April 2016:** RESOLVED to accept the minutes of 26th April 2016.
- 5 **Outstanding actions from previous meeting:** None.

The meeting was adjourned at this point for members of the public to address the meeting. Mr Low noted that a retrospective planning application has been submitted for Millend Cottage and this will be considered by the Parish Council at the next meeting. Mr Low also reported that Keep Eastington Rural has submitted 18 letters of objection to the Planning Inspector for the appeal for S.14/2879/OUT (36 houses plus doctors surgery).

6 Planning

6.1 To consider the following planning application:

Date received	Application No:	Address	Details	EPC Comments
03-05-16	S.16/0935/HHOLD	27 Victoria Drive Eastington	Single storey extension to front, side and rear of dwelling	No objection.

6.2 The Parish Council noted the following decisions made by Stroud District Council:

S.16/ 0740/TCA – Millend House – tree works to T1 Horse Chestnut Tree. CONSENT 28/04/16.

S.16/0739/TCA – Meadow Cottage – tree works to G1 Yew Trees. CONSENT 28/04/16.

S.16/0770/HHOLD – Westend House, Grove Lane – Detached double garage with study over. PERMIT 12/05/16.

6.3 The Parish Council noted that application S.14/2879/OUT land North West of Alkerton Road has gone to Appeal for non-determination and agreed to appoint Troy Planning Ltd to submit a written representation on behalf of the Parish Council. Action: Clerk.

The Clerk reported that the Parish Council had been invited to speak at the Development Control Committee on 7th June regarding S.15/2089/OUT 3 industrial units at Meadow Mill. It was agreed to approach Cllr Allen to speak on behalf of the Parish Council. **Action: Clerk.**

It was also noted that Stroud District Council had received its independent Ecology report assessing the information submitted in support of the Ecotricity planning application.

There being no further business, the meeting closed at 6.35pm.

Signed

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Date

BALANCE AT BANK 31st May 2016		
Lloyds Bank – Current Account		£30,059.37
Lloyds Bank – Instant Access Account		£44,821.26
Barclays Bank - Solar Farm Grant Fund		£5,908.68
TOTAL MONIES IN BANK		£80,789.31
LESS OUTSTANDING CHEQUES		
10/05/16 - Chq 1728		£25.00
24/05/16 - Chq 1736		£1,206.85
TOTAL OUTSTANDING CHEQUES		£1,231.85
BALANCE AT 31/05/16		£79,557.46
OPENING BALANCE AT BANK 01/04/2016		£59,415.00
Plus receipts		£35,041.11
TOTAL		£94,456.11
Less expenditure to 31/05/16		£12,809.05
Less uncleared expenditure & cancelled cheque prior to 01/04/16		£2,089.60
BALANCE AT 31/05/16		£79,557.46

X

X

Signed Clerk Date.....
Name

Signed Chairman Date.....
Name

BUDGET YEAR ENDING 31 MARCH 2017

Expenditure	Budget 2016-17	Exp to 31/05/16	Balance
Parish administration	21,800.00	3,275.29	18,524.71
Planning Advice	12,000.00	2,647.10	9,352.90
Insurance	1,100.00	43.62	1,056.38
Hall hire	360.00	68.00	292.00
Ground Maintenance Contracts	10,155.00	1,802.50	8,352.50
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	0.00	1,000.00
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	545.80	2,954.20
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	112.00	4,688.00
Phone box power	0.00	30.51	(30.51)
Contingency	500.00	0.00	500.00
Play ground inspection & maintenance	500.00	0.00	500.00
Ecology Projects	1,000.00	0.00	1,000
TOTAL BUDGET	69,115.00	12,171.58	56,943.42

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

Date	Destination	Details	Miles	Parking	Fares	Miscellaneous - Specify	Amount
02-05-16		Home Office Allowance	0	0	0		4
03-05-16		Leaflet dispenser for burial ground & churchyard	0	0	0		33.38
09-05-16		Home Office Allowance	0	0	0		4
09-05-16	Eastington	NDP Meeting	20	0	0		9
10-05-16	Stroud	NDP Meeting at SDC	20	0	0		9
12-05-16	Eastington	Ecology walk	20	0	0		9
16-05-16		Home Office Allowance	0	0	0		4
17-05-16	Stroud	Website demonstration	18	0	0		8.1
18-05-16	Gloucester	Paper & Ink from Staples	0	0	0		18.68
19-05-16	Eastington	Skate Park meeting	20	0	0		9
23-05-16		Home Office Allowance	0	0	0		4
24-05-16		Annual Parish Meeting refreshments	0	0	0		6.2
26-05-16	Eastington	Highways meeting in Eastington	20	0	0		9
29-05-16		Home Office Allowance	0	0	0		4

For Office Completion Only	
Total Misc.	£
Total Fares	£
Total Parking	£
Total (Miles x Rate)	£
Lump Sum (if applicable)	£
TOTAL	131.36

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 (Budget Holder)..... Date.....

Payments Eastington Parish Council 14 June 2016

Payee	Details	Chq No	Amount	Budget
Salaries & Expenses	April 2016 Expenses agreed 10/05/16 processed through Payroll plus May 2016 Salary	1736	£1206.85	Parish Admin
Post Office Ltd	PAYE & NI payments to HMRC for May 2016	1737	£261.15	Parish Admin
Came & Company Local Council Insurance	Insurance 2016/17	1738	657.45	Insurance
Eastington Methodist Church	Hall Hire (2 invoices)	1739	£17.50	Hall Hire
Plantscape	Flower Tower & barrier baskets	1740	£442.80	R&T
Alan Loveridge	May Grass Cutting (£1135) High Path cut (£120)	1741	£1255	Grasscutting
Troy Hayes Planning Ltd	Planning consultancy	1742	£1656	Planning
Tree Management	Tree works (first 4 trees) at Churchyard (£498) Tree survey (£284.40)	1743	£782.40	Burial Ground
NEST	Pensions for May 2016	DD (23/05/16)	£104.75	Parish Admin
Vodafone	Parish Mobile	DD (19/06/16)	£48.99	Parish Admin
		TOTAL	£4964.89	

Receipts:

Stroud District Council Precept first half £33,285

CHURCHYARD WALL REPAIR QUOTES

1. Church wall opposite Eastington primary school – this is commencing on the left side directly opposite the school – there is about 30 metres of cracked wall that needs repairing/re-pointing.
2. Church wall opposite the school by 20mph sign – there are two coping stones that are a little loose and need re-fixing.
3. Church wall around a meter box – this is inside the front wall to the right of the church, there is a sloped

Quotes received as follows (excluding VAT):

Quote 1	All the works including labour & materials	£700
Quote 2	awaiting quote - should arrive in time for meeting	
Quote 3	awaiting quote - should arrive in time for meeting	
Quote 4	Church wall opposite primary school	£1440
	Church wall opposite school by 20mph sign	£50
	Church wall around a meter box	£150



Agenda item: 11

Report to:	Full Council
Date of Meeting:	14 th June 2016
Subject:	Parish Council Website

Currently, Stroud District Council hosts the parish council's website, as it does for a number of other parish councils. SDC has announced it will be ceasing to host all websites by December 2016, exact end date unknown. The Clerk has sought quotes for a replacement website.

Summary of options / costs:

	Website creation	Website hosting	Total Year 1 Costs	Total Year 2 Costs
Town & Parish Council Websites (Stroud)	£360	£120	£480	£120
Vision ICT (Transparency website)	£500	Included	£500	£125
Vision ICT (full website)	£950	Included	£950	£200
2Commune	£650	£400	£1050	£400

Please see overleaf for detailed comparison of the websites quoted.

Domain name

The domain name is the website address, eg www.eastington-pc.gov.uk. It is the preference of the Department for Communities and Local Government that parish councils have a .gov.uk web address (and accompanying email, eg clerk@eastington-pc.gov.uk). This is the format followed by many parish and town councils. Only local authorities / government bodies can have a .gov.uk web address so it gives assurance to the public that they are looking at the official website for the local authority. The creation of a new website would be a good time to adopt a .gov.uk name.

Examples of each supplier's work:

Vision ICT	www.brockworth-pc.gov.uk (full website)
Vision ICT	www.westbrettonpc.org
Town & Parish Council	www.killinghallparishcouncil.co.uk
2Commune	www.gaptc.org.uk

Agenda item: 11

Comparison of Website Features

	Vision ICT Transparency Website – this is a cut-down version of their full website and has some restrictions	Vision ICT Full Website	Town & Parish Council Websites	2 Commune
Twitter Feed and Facebook Feed	No	No	Yes	£150
Social Media Links	Yes	Yes	Yes	Yes
Search Function	No	No	Yes	Yes
Member Only Space	Yes	Yes	Yes	Yes
Councillor emails	Extra charge £15.00 per councillor	Extra charge £15.00 per councillor	Included if added at website creation	Extra charge £25 per councillor
Surveys	Extra charge £75	Extra charge £75	Can be included as a feature at website creation or £40 later	
Any other additions	£75.00 per addition	£75.00 per addition	£40.00 per addition	
Calendar	No	No	Yes	Yes
Sign-up box for e-news	£75	£75	Can be included as a feature at website creation of £40 later	
Map of parish	Yes	Yes	Yes	Yes
Number of pages	Fixed at creation £150 to “open up”	Unlimited	30 for £360 or 50 for £480 at creation, can add unlimited FOC	
File size Limits	5mb. If bigger will put on. Photos 500kb	5mb. If bigger will put on. Photos 500kb	5mb. Can be increased	?
.gov.uk domain registration	£105	£105	Approx £100	£150
Backup	Twice a day	Twice a day	Once a week	
Security	Behind a firewall	Behind a firewall	Behind a firewall	?
Visitor statistics	Yes – Google Analytics	Yes – Google Analytics	Yes – Google Analytics	
Warranty / support	24x7 but can take up to 3 days for complex issues	24x7 but can take up to 3 days for complex issues	9-5 Monday to Friday. Responds within same day	
Adding the content	Included	Included	£150	?
Lead time	45 days	45 days	21 days	?
Transferability to new provider	No	No	Yes	?
Training	?	?	Yes	?
Location	Exeter	Exeter	Stroud	Leicestershire
Website creation cost	£500	£950	£360	£650
Year 1 Hosting	Included	Included	£120	£400
Year 2 hosting	£125	£200	£120	£400

CORRESPONDENCE RECEIVED

Date	From	Details	Action	
1	29-04-2016	Gloucestershire CC	New Highways Manager arrangements	For info
2	04-05-2016	GAPTC	New training courses added to schedule	For info
3	04-05-2016	GAPTC	Reminder for GAPTC AGM 16 July	For info
4	04-05-2016	Stroud DC	Appeal notification - Land North of Alkerton Road	Forwarded to Planning Cttee
5	04-05-2016	Fields in Trust	Get connected with Fields in Trust	For info
6	05-05-2016	Open Spaces Society	Recording historic routes	For info
7	05-05-2016	Gloucestershire CC	Roadworks Weekly Bulletin - 3 various for Eastington 10-15th May	For info
8	05-05-2016	Gloucestershire CC	Free Bowls opportunity for over 55s	For info
9	05-05-2016	Eastington CLT	CLT Report	Forwarded to Cllrs
10	06-05-2016	Stroud DC	S.16/0043/OUT - Highways England request for extension	For info
11	07-05-2016	Snakey Park	Snakey Park April Inspection	For info
12	09-05-2016	Stroud DC	SDC E-News - May	Forwarded to Cllrs
13	10-05-2016	IMI	War Memorial cleaning service	For info
14	10-05-2016	Stroud DC	SDC Consultation on Youth Work Delivery 2016	Consultation completed
15	10-05-2016	Citizens Advice Stroud District	Update on work in the area	For info
16	11-05-2016	GRCC	Affordable Rural Housing Conference 12th July (£50 per place)	For info
17	11-05-2016	GCC Highways	Road closure Claypits Road w/c 16 May	For info
18	12-05-2016	GCC Highways	Roadworks Weekly Bulletin - 2 minor and 1 road closure for Eastington 15th May	For info
19	12-05-2016	Resident	Copy of email sent to Planning Inspector re Land north west of Alkerton Road	For info
20	13-05-2016	Stroud DC	Postponement of Canals meeting	For info
21	13-05-2016	Cllr John Jones	Guidance note on call-in of planning applications procedure	For info
22	13-05-2016	Judith Wordsworth	Drop of a Pin Summer Tour 2016	Forwarded to Village Hall
23	16-05-2016	Stroud DC	Code of Conduct Training £250	For next agenda
24	16-05-2016	Cricket Club	Cricket Club access during Claypits road resurfacing	Replied with GCC letter
25	17-05-2016	PROWD	Copy email regarding Coaley footpaths	For info
26	17-05-2016	Gloucestershire CC	Winter maintenance salt bag stocks	Forwarded to Getting Around Group
27	18-05-2016	Environment Agency	Invitation to drop-in event for habitat restoration work planned	Forwarded to Cllrs
28	18-05-2016	Grant Thornton LLP	Receipt of Annual Return	For info
29	19-05-2016	Gloucestershire CC	Roadworks weekly bulletin - 3 various for Eastington w/c 16th May	For info
30	19-05-2016	Glos VCS Alliance	Police & Crime Commissioner at Stronger Safer Communities Forum 8th June 2-4pm	For info
31	20-05-2016	Stroud DC	Ecology report for Ecotricity planning application	Forwarded to Cllrs for info
32	20-05-2016	Stroud DC	Neighbourhood Warden Update	For info
33	20-05-2016	Stroud DC	Invitation to DCC 7th June - Meadow Mill planning application on the agenda	Planning Committee
34	20-05-2016	Gloucestershire CC	Councils Connected May edition	Forwarded to Cllrs for info
35	23-05-2016	Stroud DC	Planning weekly list including Enforcement report for Millend Mill (opening windows)	For info
36	23-05-2016	GAPTC	New Salary Scales 2016 backdated to 1st April 2016	For June agenda
37	23-05-2016	Stroud DC	Armed Forces Day	For info
38	24-05-2016	Gloucestershire CC	A417 Loop update	For info
39	25-05-2016	Gloucestershire CC	School Admissions Relevant Area Consultation	For June agenda
40	26-05-2016	Gloucestershire CC	Roadworks weekly bulletin (2 minor for Eastington and 1 major - Claypits Road)	For info
41	26-05-2016	Gloucestershire CC	M5 J12-13 southbound full overnight closure	Forwarded to Cllrs for info
42	26-05-2016	Glos Playing Field Assoc	Safety Information re Cantilever Swings	Forwarded to Snakey Park
43	27-05-2016	Resident	Copy email regarding S.14/2879/OUT Appeal	For info
44	27-05-2016	GRCC	Healthwatch AGM Invitation 7th July	For info
45	01-06-2016	Gloucestershire CC	Reshaping Services for families with young children	For info
46	02-06-2016	Gloucestershire CC	Roadworks weekly bulletin (1 minor for Eastington)	For info
47	02-06-2016	GAPTC	Reminder to use the online ticketing system for requests for information	For info
48	02-06-2016	GAPTC	Forthcoming training courses in June and July	For info
49	03-06-2016	Gloucestershire CC	Claypits Farm planning application submitted - advance notice	For info
			414 emails received in May 2016	



Your Council is invited to the
80th ANNUAL GENERAL MEETING
of the Gloucestershire Association of Parish and Town Councils
at the Centigen Building, Riversmeet, Newent GL18 1GS

on

Saturday 16th July 2016

Meeting to start at 10.30am prompt

Pastries and tea/coffee from 10.00am

RSVP by Friday 8 July 2016 on form below



GAPTC - AGM 2016 - ATTENDANCE AND NOMINATION FORM

The following will attend the GAPTC Annual General Meeting on Saturday 16th July 2016 at 10.30 am.

NAMES with e-mail contact (below):

Note: Only 1 vote per council. The vote must be cast by a Councillor - See Constitution point 6e available on the GAPTC website.

NAME	EMAIL	Dietary Requirements

LUNCHES REQUIRED:..... (for those who are attending the workshops)

SIGNED.....

CLERK TOPARISH/TOWN/COUNCIL/MEETING

SEE OVER FOR NOMINATION FORM FOR HONORARY OFFICERS

NB. If your Council does not have a meeting before 8th July would the Clerk please liaise with the Chairman to arrange for representatives to attend the Annual General Meeting.

PLEASE RETURN BY FRIDAY 8th July to: Alison Robinson, Chief Executive (c/o admin@gaptc.org.uk) AND INDICATE THE NUMBER OF LUNCHES REQUIRED.

PTO

NOMINATION FORM FOR GAPTC HONORARY OFFICERS 2016/2017

Your Executive Committee has nominated the following for the Honorary Officers positions of the Association.

PRESIDENT – Rt. Rev. Christopher Hill, Vice President – Councillor Nigel Thick.

Should you wish to nominate any other persons for these posts, please signify below before **8th July 2016**.

POST	NAME	ADDRESS
President		
Vice President(s)		

Signed..... Clerk to.....Council

(NOTE: The persons named have to signify their willingness to accept the position)