

Batheaston Parish Council

**Minutes of the General Purposes Committee Meeting held
in The Rhymes Pavilion on 26th MAY 2015 at 7-15 pm**

Present : Cllrs N Clutterbuck (Chair), E Adams, D Gledhill, P Jennings, G Riley, R Mimmack & M Townley (Clerk)
Attending: Master Adams

G-571 Public Participation

None

G-572 Apologies

Advised Cllr P Burcombe

G-573 Election of Chairman

Proposed R Mimmack } RESOLVED that - That Cllr Nigel Clutterbuck be elected to serve for the term
Seconded G Riley } 2015 - 2016

G-574 Election of Vice-Chairman

Proposed P Jenner } RESOLVED that - That Cllr Emma Adams be elected to serve for the term
Seconded N Clutterbuck } 2015 - 2016

G-575 Declarations of Interest

Nothing declared

G-576 Minutes of the Meeting held 28th April 2015

As only the then-resident R Mimmack and the Clerk attended this Meeting it was agreed that the Minutes be accepted as a true record.

G-577 Matters Arising from above Minutes

(a) All matters not covered in this Meeting's Agenda were completed satisfactorily.

G-578 Accounts October/November 2014 - Unaudited

- (a) The budget Accounts will be re-formatted to indicate each Committee's responsibilities. **MT**
- (b) Each committee requested to review their Expenditure possibilities, using the above re-formatted Statements, and to report back to the GPC for the next meeting on 14th July. **ALL Committees**
- (c) Cllr Emma Adams will assume the monthly Internal auditing duties on behalf of the Council.
- (d) VAT is recovered for all goods and services providing the invoices are addressed to the Parish Council.
- (e) The rate of interest from Barclays Bank is now very low and an investigation of Banks will be undertaken. **RM**
- (f) April Accounts *cleared by the past Internal Auditor – Mr J Heffer – and all figures relate to Budget*

	<u>April</u>	<u>YTD</u>	
Income	18446	252	More than budget
Expenditure	1274	534	Less than Budget

(g) Special Payments

External Audit £400

Proposed D Gledhill } RESOLVED that - The Accounts for April, and the Special Payment, be
Seconded R Mimmack } recommended to the full Parish Council

G-579 Lease of Toilet Block / Car Park

- (a) Mr K McCombie (B&NES) has been advised of the past Council's review of the proposed Lease legalities. No B&NES response to date. The GPC Chairman to request a response. **NC**
- (b) PJ wished to record her personal objection to the clause in the draft HOT Agreement which proposed a condition that planning permission is granted to build on the Car Park.
- (c) A sub-group comprising GR /RM/ NC needs to meet with B&NES (Cllr Veal and Mr McCombie) to explore options. **GR**
A meeting to be arranged by the BPC Chairman.

G-580 Standing Orders Review

- (a) A sub-group comprising NC/EA/DG will review the existing SOs to adopt the NALC Model SOs (issued in October 2013), leaving all Appendices for future review by the relevant Committees.
Target completion of this Review is for the next GPC Meeting set for 14th July.
- (b) The above Review to include the NALC Model Financial Regulations (issued in October 2014).
- (c) Each Committee's Terms of Reference should also be reviewed and sub-group volunteered to address. **EA/PJ**

G-581 Communications

- (a) Cllr Gledhill offered to lead a small sub-group to investigate all existing "communications" procedures and advise
The existing 'communications' comprise Website, Bulletins, Mailchimp Newsletter, Welcome Pack and noticeboards.
- (b) A volunteer Councillor requested to maintain all existing Noticeboards.
Eagle Road = RM, Newsagents = PJ, Bannerdown Road = ?, Catherine Way = ? **ALL**

- (c) Proposed that the Village be separated into the 7 x Divisions of the Vision Plan and that 2 x Councillors “adopt” a Division as contacts for residents ideas, problems etc.
Each full BPC Meeting might have an Agenda item for “Community Reports”.
This suggestion to be considered by DG’s sub-group.

G-582 Any Other Business

- (a) The tidiness of the Village is a concern and the HFL should determine a ‘controller’ for the 2 x Handymen, determine the Handymen’s duties and then convey these requirements.
- (b) A “brain-storming” exercise proposed - on any topic/concern – for all Councillors, possibly on either Tuesday 23rd or Tuesday 30th June.
- (c) The condition of Muddy Lane, by the Scout Hut, is of concern and to be addressed by the HFL.
- (d) Meeting set for Wednesday 27th May with Bathampton PC to consider proposals for the Cycle Path across the Meadows.
- (e) An extract from the Vision Plan’s “things-to-do” passed to all members for review and follow-up.

G-583 Press Release

- (a) Nothing at this time

G-584 Date of Next Meeting

Proposed for Tuesday 14th July 2015

Chairman.....Date.....