

Minutes of the meeting of **Cainscross Town Council's Full Council** held on Monday 26 October 2020, commencing at **6.00pm** remotely using Zoom.

Present: Councillors  
Graham Barton (Vice-Chair)  
Adrian Cross  
David Dale  
Leah Gray  
Ros Scott-Hodgetts  
Clive White

In Attendance: Clerk  
Assistant Clerk  
Jeni Marshall  
Emily Forgione

Apologies: Councillors  
Carlos Novoth (Chairman)  
Jenny Miles (Parish & District)  
Diane Prosser  
Ron Smith

County Councillors  
Brian Oosthuysen  
Lesley Williams

District Councillor  
Tom Williams  
Rachel Curley

**FC143/20** To receive apologies  
Apologies were received from Councillors as above.

**FC144/20** To confirm the minutes of the last meeting of the Council  
The minutes of the last meeting of the Council held on Monday 28 September 2020 were approved as a correct record and Councillor Barton will sign them when the office is open.

**FC145/20** To receive any declarations of interest  
None

**FC146/20** To receive any representations or questions from members of the public  
None present

**FC147/20** To receive the Clerk's report  
The Clerk reported the following;

- She has recently had a Zoom meeting with Siobhan Bailey and Trina Davis and is pleased to report that Siobhan and Trina are keen to get involved in the Parish and push projects forward in conjunction with the Town Council.
- Emily Forgione has started with the Council and was introduced to members.
- A CIL payment of £694.51 is due for payment and the Clerk is keen to use these funds towards the refurbishment of Victory Park Play Area. This was agreed with all in favour.

- Cashes Green Allotments have secured the funds for two wooden benches to be placed at the allotment site. They have asked that the Council pay to fix them in place and that they are then gifted to the Council who will maintain them going forward. Members agreed that they would carry out the basic maintenance but would not be prepared to replace them if they are vandalised or stolen or at the end of their usable lives.
- The Clerk queried the Tablets that had proved not to be fit for the required purpose. She had managed to get a refund on six of them but the others had not been returned in time. It was agreed to contact the local schools and see if they could be donated to them and if not to sell them once they have been re-set.

**FC148/20**To receive any reports from County and District Councillors

Councillor Miles sent a written report to the Council prior to the meeting. She reported on a Parish and Town Council meeting she had attended where she spoke to the Police regarding anti-social behaviour at the QEII Field. She also reported on grants that the District Council had been successful in achieving including green grants and a grant of 8.9 million for the canal project.

She finally wanted to congratulate Cashes Green Community Centre on their give and take table and their freezer of love.

**Planning, Highways, Amenities & Recreation****FC149/20**To note any Planning Decisions

The Planning decisions were noted

**FC150/20**To consider the following Planning Applications

- S.20/1933/TCA – 1 Home Orchard – Trees in Conservation area - Noted
- S.20/1965/HHOLD – Red House Barn – Construction of a glazed lean-to to the side of the property - Noted
- S.20/2030/TEL – Telephone Mast – The installation of a new 19m monopole supporting 6 no. antennas with proposed equipment cabinets, and ancillary development thereto – Members raised concerns regarding the positioning of the mast near the sheltered housing. It was generally felt it would be better placed next to the other mast. Councillor Scott-Hodgetts felt that the concerns of local residents should be taken in to account and a letter received by the Council detailing concerns about the safety of masts should be sent to District Council (with the originators agreement).
- S.20/2001/FUL – 41 Upper Church Rd – Demolition of attached garage and construction of a single detached three- bedroom dwelling – No Objections
- S.20/2119/FUL – Land at 331, Westward Rd – erection of two dwellings and associated works – No Observations
- S.20/2113/TCA – 82 Westward Rd – Trees in conservation area - Noted
- S.20/2153/HHOLD – 17 Robbins Close – Single storey front & side wrap around extension to create a new front porch and extended living arrangements on the ground floor – No Observations

- S.20/2012/FUL – Stroud District Council, Ebley Mill – Installation of a Water Source Heat Pump consisting of a pump array & discharge, buried pipework and Heat Exchanger Enclosure - Support

- FC151/20** To consider works to bus shelter  
The Clerk raised concerns about the poor state of some of the older shelters in the Parish. She asked Council their views on the recent decoration and refurbishment of the shelters in Thrupp and Brimscombe and whether they would like to investigate something similar. Members felt this was a good idea and asked for further investigations to be carried out with regards to cost and process.
- FC152/20** To consider a contribution to Highways for the painting of the railings at Hunters Way  
As costs have not yet been received, it was agreed to defer this to the next meeting.
- FC153/20** To consider works to trees at QEII Field  
The Clerk explained that the trees along the footpath were very overgrown and needed a good tidy up for safety as well as aesthetics. It was agreed that the Clerk could go ahead with the works.
- FC154/20** Finance  
To authorise payments  
Payments were approved for the period up to the 20 October 2020 a total including VAT of £28,016.96
- FC155/20** To consider renewal of the Cyber Insurance  
It was agreed to re-new the insurance.
- FC156/20** To approve the renewal of the Clerk's SLCC membership  
It was agreed to renew the Clerk's membership.
- FC157/20** To note the conclusion of Audit  
The Clerk confirmed the completion of Audit and that no issues were raised by the auditor.
- FC158/20** To consider the budget for the financial year 2021/22  
The Clerk explained that due to the pandemic, less of the budget has been spent to date and the general reserves should be very healthy at the end of the year. Members resolved not to increase the precept this year but to work within the existing budget. Priorities for next year were considered as follows; to continue to raise funds to revamp the play area at Victory Park, consider some private security for the parks during the summer months, to invest further in IT and consider solar power / renewable energy for the Pavilions. The Clerk will now work within these parameters to produce a draft budget.
- FC159/20** To consider the Council's position regarding the re-opening of the office and other facilities

Members discussed the re-opening of the office and other facilities and agreed that as the virus is now increasing again, things should remain as they are with the office closed and the Pavilions only open for the use of the toilets. The Clerk explained that staff were going in on a Tuesday and Wednesday whilst training the new member of staff and the new PC's are on order so things should be future proofed should she need to close completely.

**FC160/20** To confirm the date and time of the next meeting of the Council  
The next meeting will be held at 6pm on Monday 23 November 2020 using Zoom.

*The meeting concluded at 19.15*

Signed

Dated

FC147/20	Move CIL Payment to VP Play Area Reserve	Finance Officer
FC147/20	Contact Local Schools regarding Tablets	Clerk
FC150/20	Send in Planning Results	Assistant Clerk
FC151/20	Carry out research regarding bus shelters	Assistant Clerk
FC152/20	Add to November agenda	Clerk
FC153/20	Order tree works under contract	Clerk
FC155/20	Renew Cyber Insurance	Clerk
FC156/20	Renew SLCC Membership	Clerk
FC158/20	Prepare a draft budget and add to November agenda	Clerk

DATE	PAYEE NAME	REFERENCE	AMOUNT PAID	TRANSACTION DETAIL
21/09/2020	Swinton	DD	9.45	Van
	HMRC Cumbernauld	BACS	1885.96	
	H L Sutton	BACS	170.00	Planters
23/09/2020	Lloyds Bank	DD	293.75	Credit Card
25/09/2020	Microshade Business	BACS	158.70	IT
29/09/2020	Water Plus	DD	22.13	
30/09/2020	Opus Energy	DD	587.07	
	OneCom	DD	173.23	
	Stroud Valleys Project	BACS	650.00	QEII Field
	Bank Service Charge		33.60	
05/10/2020	Public Works Loan	DD	3216.63	
07/10/2020	W A Clark	BACS	3900.00	Pavilion Project
	Stroud Office Supplies	BACS	17.99	PPE
	Stroud Office Supplies	BACS	39.58	PPE & Groundstaff
	Trade UK Account	BACS	15.00	
	Trade UK Account	BACS	159.96	
	R H Attwood	BACS	1207.99	
	PC Prop	BACS	125.00	IT Office
	Arthur J Gallagher	BACS	3567.12	Insurance
	Microshade Business	BACS	158.70	IT
13/10/2020	ATOS - Fuel Genie	DD	34.91	Fuel Van
15/10/2020	Smiths	DD	198.60	Waste Collection
16/10/2020	PATA	BACS	30.00	Payroll
	Autocrafts Service	BACS	346.84	Van MOT
	PKF Littlejohn	BACS	1560.00	Audit
	Down to Earth	BACS	288.00	Cashes Green Allotments
	All Done & Dusted	BACS	81.60	Pavilion Cleaning
	Microshade Business	BACS	165.90	IT
	Mark Newman	BACS	110.00	Bus Shelter Cleaning
19/10/2020	Glos Pension Fund	DD	3928.04	
20/10/2020	Swinton	DD	9.45	Van
	Salaries	BACS	4871.76	
			£28016.96	