

**MINUTES OF TODENHAM PARISH COUNCIL MEETING HELD ON MONDAY 16<sup>th</sup> JULY 2018 AT 7.30 PM IN THE VILLAGE HALL, TODENHAM, NR MORETON IN MARSH, GLOUCESTERSHIRE GL56 9PB**

**PRESENT:** Councillors: E Ayres (Chairman), B Eastabrook, W Joss, R Derrington, J Duckett, S Castle, Clerk/RFO & 2 Members of the Public

**Public Participation:** Members of the public were given the opportunity to speak during the course of the meeting at the chairman's discretion.

- 1. APOLOGIES FOR ABSENCE:** Cllr C Clifford, Ward District Cllr R Dutton.
- 2. DECLARATION OF INTERESTS IN ITEMS ON THE AGENDA:** None.
- 3. CHAIRMAN SIGNED ACCEPTANCE OF OFFICE**
- 4. VICE CHAIRMAN SIGNED ACCEPTANCE OF OFFICE**
- 5. MINUTES of the Meeting held on 21<sup>st</sup> May 2018** Proposed Cllr Eastabrook, seconded by Cllr Derrington that the Chairman will sign the minutes as being a true and accurate record.
- 6. MATTERS ARISING ON THE ABOVE MINUTES:** None
- 7. PLANNING:** 18/02408/TPO, No Objection. 18/02121/FUL, No objection provided access track is made good after works have been completed.
- 8. CHAIRMAN'S ANNOUNCEMENTS:**
  - a) Church wall and Forge: Chairman gave an update that the Loss Adjustors to the Insurance Company for the Church have applied for planning permission to repair the 2.4m church wall, without demolishing the Forge. The Parish Council has submitted an objection to the works unless the Forge is demolished. By demolishing the Forge first, good access would be provided to the church wall making it safer and easier for repairs. Ward Cllr Dutton and PC Chairman Ted Ayres will speak at the CDC planning meeting being held on Wednesday 8<sup>th</sup> August 2018. The Chairman has been in discussion with the Church Diocese and PCC and agreed to work together to resolve this long running problem.
  - b) Highways: The Chairman has been contacted by the Highways Dept. as they have received an application to mark out a Disabled Parking Space. The proposed location is on the bend adjacent to the village hall. At this location, on the opposite side of the road, residents use to park cars with two wheels on the kerb. If the proposal goes ahead, the marked parking bay will not be allocated to any individual disabled resident.
  - c) Chairman also asked Harry Roberts from Highways what effect white gates would have on reducing the speed of cars through the village. HR suggested that a mobile warning sign that could be used at different locations may be more effective.
  - d) Vice Chairman agreed to investigate the use of speed cameras by trained residents and report back.
  - e) Village Pond: The contractor has been into the pond and removed a lot of plant growth. The light suppressing treatment has been applied. He would like to clear the overcrowding around the pond but it is too hot at present.

**9. CLERK'S MATTERS : Financial Report:**

- a) To approve bank reconciliation 12<sup>th</sup> June 2018 and expenditure: Proposed Cllr Joss, seconded Cllr Duckett that expenditure is approved (detailed below). Reconciliations were reviewed. **RECORD OF VOTING** – All in favour. **Motion carried.**

Payee	Cheque No	Amount
Came & Co	497	£330.00
Community Heartbeat	495	£87.60
Jack Smith	496	£250.00

- b) To approve salary, increase for clerk: To increase clerk's salary by 3.5% in line with the public sector. Proposed Cllr Ayres, seconded Cllr Derrington.

**10. GENERAL DATA PROTECTION REGULATIONS (GDPR) UPDATE:** Clerk gave an update regarding the security of the Parish Council's laptop in line with GDPR Data Protection recommendations and the costs involved. Encryption software, antivirus protection and encrypted data file storage had been sourced from a local IT company. Cllr Joss proposed that the clerk should go ahead with the works need and this was agreed.

**11. TO APPROVE TEMPLATE FOR GDPR:** Approved with amendment to Consent to Contact form.

**12. TO APPROVE STANDING ORDERS:** Proposed Cllr Joss, seconded Cllr Derrington.

**13. TO APPROVE CODE OF CONDUCT:** Adjourned to a later meeting as GDPR processes may need to be added.

**14. TO APPROVE FIXED ASSET REGISTER:** Approved with amendments to storage area of some apparatus.

**15. BLACKSMITHS COTTAGE UPDATE:** Discussed under Chairman's announcements.

**16. REPORT BY WARD DISTRICT Cllr ROBERT DUTTON:** None given as Cllr Dutton had sent his apologies for absence.

**17. ANY OTHER BUSINESS AND ITEMS FOR AGENDA FOR NEXT MEETING:** Cllr Eastabrook is waiting for the Co-ordinator of 'Men in Sheds' to return to discuss if there are any jobs they would like to assist with e.g. repair of the pond seat. Cllr Duckett has pointed out that there are three trees on council property that need pollarding as they are restricting the view for some vehicles on the road. Chairman will contact the Highways Dept.

**18. DATE OF NEXT MEETING:** Monday 24<sup>th</sup> September 2018 at 7.30 pm.

**19. MEETING CLOSED:** At 8.50 pm.

Confirmed at a Meeting of Council on

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Chairman of Council