

UPLEADON PARISH COUNCIL

Minutes of a meeting of Upleadon Parish Council held on Thursday 05 December 2024 at Upleadon Village Hall at 7.30 pm.

Present:- Cllr M Manning (Chair), Cllr Mrs W Fabian, Cllr Mrs P Turner, Cllr H Dunn, Cllr P Dallow

Also present: District Cllr P Burford and County Cllr Mrs G Moseley

Apologies:- Cllr T Rickard (attendance at another meeting) District Cllr C Williams

There were no members of the public present

5.1.1 Declarations of Interest

There were no Declarations of Interest

5.1.2 Approval of Minutes of Council meeting – 05 September 2024

Approval of the Minutes of the Council meeting 05 September 2024 were proposed by Cllr Mrs Fabian, seconded by Cllr Mrs Turner and unanimously agreed.

5.1.3 Matters Arising

P. 3.6.5 New Noticeboard

The Clerk advised that she had been unable to place an Order for the new noticeboard as the Company no longer would accept cheques. The Company further advised that there would be an annual increase in their prices from 1 January.

Cllr Mrs Fabian offered to pay for the noticeboard by personal card and to accept the Council's cheque by way of reimbursement. It was acknowledged the Council would need to receive an invoice in the name of the Parish Council and to have a receipt for the payment, in order for reimbursement to be issued. Members acknowledged that they would be looking at the possibility of registering for internet banking in the future—currently on this meeting's agenda and the procedure proposed would not be needed to be repeated in future should this be confirmed. It would however be advantageous to secure the goods prior to 1 January prior to a price increase. Members unanimously agreed to this course of exceptional action.

5.1.4 Approval of Minutes of Council meeting – 15 October 2024

Approval of the Minutes of the Council meeting of 15 October 2024 was proposed by Cllr Mrs Turner seconded by Cllr Mrs Fabian and unanimously agreed.

5.1.5 Matters Arising

5.1.6 Bank Reconciliation

The Bank reconciliation was noted and approved

5.1.7 Finance & Sundry Payments

Finance/Sundry payments were approved as follows, proposed by Cllr Dallow, seconded by Cllr Mrs Turner and unanimously agreed.

Payment since last meeting:

GMT Solutions computer issues	£25.00 plus vat	£30.00
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Payments for consideration :

CPRE subscription	£36.00
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British Legion – Poppy Wreath (cost of manufacture £17) plus donation	£75.00
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D Morley – stamps/stationery	£11.55
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Defib Store Defibrillator Pads	£59.00 plus vat	£11.80	£70.80
“ Battery replacement	£280.00 plus vat	£56.00	£336.00

5.2 Correspondence

5.2.1 Lloyds Bank – change of Account and proposed charges

Members were advised of the Bank’s intention to Change the current Treasurer’s account to that of a Community account. A charge will be made – an Accounts Maintenance fee of £4.25 per month.

5.2.2 NALC – Salary pay scales 2024/2025

Members were advised of the revised NALC salary pay scales as from 1 April 2025.

5.3 Business

5.3.1 Web Content Accessibility Guidelines (WCAG) 2.2 and domain name and gov.uk email addresses for Councillors.

Members were advised that it was a requirement for Councils to comply to the web content accessibility guidelines (WCAG) 2.2. The Clerk advised that its website provider had advised in writing that the Council’s website was compliant with this requirement. They further advised following an enquiry from the Clerk that they could provide domain name/.gov.uk email addresses for Councillors which whilst not a legal requirement at the present time, but that this situation may change. The website provider gave a costing to cover the domain registration costs of the .gov domain name and also to create a new email account and to migrate all of the messages to that account. They further advised the Council may wish to set up email accounts for all Councillors that use the new.gov.uk domain name. Currently they were offering website and email hosting packages that are based on total space used for website and emails.

It was agreed to seek information from neighbouring Parishes via their Clerks who it was understood had undertaken this procedure. Proposed by Cllr Dallow seconded by Cllr Mrs Turner and unanimously agreed.

5.3.2 To give consideration to internet banking

Members unanimously agreed to register for internet banking. It was further agreed that Cllrs Manning, Dunn, Mrs Turner and Mrs Fabian would register to authorise payments on the account.

5.3.3 To give consideration to Budget 2025/2026 and setting of Precept

Members considered the draft Budget as prepared by the Clerk and the anticipated balance of the Council's bank account at the end of the current financial year. Members agreed that they needed to increase the Precept for the purpose of holding a small reserve and for unforeseen expenditure ie future Elections. Cllr Dallow proposed a Precept of £5000 seconded by Cllr Mrs Turner and unanimously agreed.

Cllr Dunn proposed that an application be made to Cheltenham Motor Club for a contribution to the cost of the Noticeboard via the proceeds of the Rally that had taken place through the village this year. This was seconded by Cllr Mrs Fabian and unanimously agreed.

5.3.4 Planning application P165/23/FUL siting of two log cabins for holiday occupation (planning consent approved) – query re; style of build

Members considered a query raised by a member of the public regarding the style of build against that shown in the planning application. Following discussion it was agreed that no further action would be taken.

5.3.5 Date of Next Meeting

It was agreed that the date of the next meeting would be on 6 March 2025.

5.3.6 Any Other Business

1. A discussion took place with regard to the poor condition of the drains –(leaves and silt) in the Village and Members drew the matter to the attention of County Cllr Mrs G Moseley. The areas affected were in Gloucester Road, Forge Lane and Hooks Lane.
2. Cllr Rickard who was not present at the meeting had advised that would like to report back to the council at the next meeting about developments at District level (he had attended a recent meeting as a representative of the Parish Council) concerning recent moves to encourage groups of PCs to work more cooperatively to our mutual advantage. He further advised that there had been little representation from the North end of the Forest and as such Lena Maller – Officer leading this at District, was arranging a meeting early in January and had offered a number of alternative dates to which she hoped the Chair and Clerk would be able to attend.

This concluded the business of the meeting and it was closed at 9.20 pm.

