

Clerk's Report for

Thursday 4th February to Friday 2nd April 2021

(Points numbered according to the minutes of the last meeting.)

3. Cllr Nigel Moor's report

Clerk informed Temple Guiting School of the availability of free school meals during holidays and sent information on how to register for them.

4. Minutes. Clerk has posted the previous minutes to the website and the noticeboards.

5. VAS post

Clerk contacted GCC Highways regarding 4th VAS post to be installed at Ford Manor. Post will be installed in the new financial year.

9. Quarries

Clerk supported QSMWP in preparing documents for the GCC planning meeting which considered the application to extend Naunton quarry and the meeting with Sir Geoffrey Clifton Brown.

Clerk updated website quarry documents page and provided access to online working documents for QSMWP members.

10. Green group

Clerk included availability of heat loss meter in the newsletter.

12. Internal Audit

Appointed GAPTC auditor and provided auditor with documents as requested. Prepared summary for councillors.

Other

Arranged site meetings at Critchford House and Ford Manor/Colmans

Collected comments on planning applications at The Ford House and Old Barton Farm.

Chased re Ford Phone Box. BT is due to remove telephony equipment and will then issue a transfer of ownership notice.

Arranged zoom meetings for QSMWP.

Issued newsletter with minutes to distribution list.

Attended GAPTC's Clerk' networking event on 22 March 2021.

Prepared Annual Governance and Accountability Return (AGAR) for approval.

Further research into signs for car park and route.

Researched example grant awarding policies – see over – following recommendation by auditor, litter programmes, and PROW.

Agenda Item 10

Links to litter picking projects

CPRE carried out research into littering during lockdown -

<https://www.cpre.org.uk/resources/litter-in-lockdown-2020-summary/>

[#PristineParish \(eden.enterprises\)](#) - aims to create pristine parishes through regular litter collection supported by an app. Enrolling as a pristine parish entitles the parish to some free equipment – see [here](https://eden.enterprises/no-more-litter). <https://eden.enterprises/no-more-litter>

https://www.littlerissington.net/?page_id=1840 – adopted the ‘pristine parishes’ approach –

Cotswold District Council (CDC) links to the Great British Spring Clean promoted by Keep Britain Tidy which is due between 28 May and 13 June. <https://www.keepbritaintidy.org/get-involved/support-our-campaigns/great-british-spring-clean>

CDC has guidelines, including for insurance, and will loan equipment [here](#). The insurance requires an HSE form to be completed at least 10 days before the event. But TGPC should already have cover. – clerk to check.

Litter picking equipment varies in price with pickers costing between £15 and £75.00. High vis vests are recommended and bags would be needed.

Agenda item - PROW

TEMPLE GUITING PARISH COUNCIL

Agenda item 14 - Finances – Reconciliation for April 2021 meeting

Bank Reconciliation

Period 1 April 2020 to April 2021

Current account 02503759		
Balance at 1 April 2021	£9,727.31	
Savings account 07859616		
Balance at 1 April 2021 2021	£5,265.43	
	£14,992.74	
Less outstanding payments		£0.00
Reconciled balance		£14,992.74

Cashbook summary

Opening balance 1 April 2020	£10,564.01	
Add receipts to date	£9,006.70	£19,570.71
Less payments to date	£4,577.97	
Cashbook balance		£14,992.74

Signed:

Clerk & RFO

Councillor

Date: 8th April 2021

Agenda item 15 - Summary of grant awarding policies for local councils.

The majority of grant awarding policies share similar content, including:

- objectives
- conditions
- legal constraints re Section 137 (which
- how to apply
- who can apply
- who can't apply
- budgeting
- value of grants available.

Others include some or all of:

- A fixed total set aside for the year at the budgeting stage
- An application form instead of an email to the clerk
- Rules for emergency requests
- A limit of one application per annum per organisation
- A deadline for applications
- Considering all applications at one meeting a year.

Links to example policies include:

<https://pemburyparishcouncil.gov.uk/wp-content/uploads/2018/12/181203-Grant-Awarding-Policy-ADOPTED.pdf> Includes commitment to set a specific amount aside each year

<http://www.clipstoneparishcouncil.co.uk/council-documents/CPC%20Grants%20Policy.pdf> Includes definitions of organisations to which it will not make grants. Specifies emergency requests may be made but only to orgs that the council has close links with. Specifies that the council will only make one grant per organisation per year.

<http://stowonthewold-tc.gov.uk/wp-content/uploads/2020/05/Grant-Awarding-Policy-adopted-January-2020.pdf> As well as the above, this specifies a deadline for applications and that all applications will be considered at the April meeting i.e. the beginning of the year. The annual amount set aside for grants is included in the budget.

Agenda Item 17 - Standing orders update 2020

Section 18 Finance and Procurement

(f) 2019

A public contract regulated by the Public Contracts Regulations 2015 with an estimated value in excess of £181,302 for a public service or supply contract or in excess of £4,551,413 for a public works contract (or other thresholds determined by the European Commission every two years and published in the Official Journal of the European Union (OJEU)) shall comply with the relevant procurement procedures and other requirements in the Public Contracts Regulations 2015 which include advertising the contract opportunity on the Contracts Finder website and in OJEU.

(f) 2020

A public contract regulated by the Public Contracts Regulations 2015 with an estimated value in excess of £189,330 for a public service or supply contract or in excess of £4,733,252 for a public works contract; or £663,540 for a social and other specific services contract (or other thresholds determined by the European Commission every two years and published in the Official Journal of the European Union (OJEU)) shall comply with the relevant procurement procedures and other requirements in the Public Contracts Regulations 2015 which include advertising the contract opportunity on the Contracts Finder website and in OJEU.

