

# BODDINGTON PARISH COUNCIL MINUTES FROM 5 MAY 2021

## MEETING 7PM HELD REMOTELY

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Chair: Cllr M Harrison  
Clerk: Mrs M Hinde  
Tel: 07810642792 E-mail: boddingtonpc@gmail.com

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Present: Cllr. M. Harrison (Chairman), Cllrs. R. Hewlett, D. Lang, J Metcalfe and G. Robins.  
Cllr Williams tries to join at 19:21 but was unable to due to technical difficulties

Attendees: Clerk/RFO, M. Hinde,

Minute Ref.	Details
05.5.21.1	<b>To elect Chairman and Vice Chairman and Acceptance of Office forms to be signed.</b> Cllr. Robins proposed Cllr Harrison as chairman and Cllr Harrison was unanimously elected as chairman and his acceptance of office was signed. Cllr Robins proposed Cllr. Hewlett as Vice Chairman which was seconded by Cllr Lang and Cllr Hewlett was unanimously elected as Vice Chairman and his acceptance of office was signed.
05.5.21.2	<b>The Chairman will formally ask if anyone is intending on recording or filming the meeting</b> There were no requests to record or film the meeting.
05.5.21.3	<b>To receive comments from the public – no decisions will be made on issues raised. Any items requiring decisions will be added to the agenda of the next meeting</b> No comments were received from the public
05.5.21.4	<b>To note apologies for absence</b> Cllr Awford was unable to attend due to recent election.
05.5.21.5	<b>To receive declarations of interest for items on the agenda below, (Localism Act 2011) and to confirm the meeting quorate.</b> There were no declarations of interest and the meeting was declared quorate.
05.5.21.6	<b>To confirm and agree Minutes of the Parish Council Meeting held on 20 January 2021</b> Minutes <b>AGREED</b> by councillors and signed.
05.5.21.7	<b>To receive an introduction from the new Police Community Support Officer for Boddington</b> The Police Community Support Officer was unable to attend. An invitation will be sent to attend Augusts meeting.
05.5.21.8	<b>To receive Clerks Report and agree actions</b> Clerks report delivered as per Appendix 1. Clerks expenses were <b>APPROVED</b> by council.
05.5.21.9	<b>To receive Borough Councillors Report</b> None received as Borough Councillor had technical difficulties joining the meeting.
05.5.21.10	<b>To receive County Councillors Report</b> None received as County Councillor unable to attend.
05.5.21.11	<b>Finance:</b>
05.5.21.11a	<b>To receive bank reconciliation and budget monitoring report, to consider and resolve to agree payment list and payments made since last meeting.</b> <b>COUNCIL AGREED</b> the April 2021 Payment List, total £69.65 see Appendix 2 <b>COUNCIL AGREED</b> the bank statements to the bank reconciliation.
05.5.21.11b	<b>Review Asset Register</b> <b>COUNCIL APPROVED</b> asset register.
05.5.21.11c	<b>Confirm arrangements for insurance cover in respect of all insured risks</b> <b>COUNCIL APPROVED</b> insurance policy and were happy all risks were covered.

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- 05.5.21.12 **To discuss registering as exempt from External Audit and signing Certificate of Exemption on part 2 of AGAR**  
**Council AGREED** to register as exempt from external audit and the certificate was signed
- 05.5.21.13 **To review the following council procedures:**
- 05.5.21.13a **Standing Orders**  
**COUNCIL AGREED** to adopt the 2020 model of standing orders
- 05.5.21.13b **Financial Regulations**  
Council reviewed financial regulations and confirmed they were happy with the policy.
- 05.5.21.13c **Code of Conduct**  
**COUNCIL AGREED** to await advice from the Borough Solicitor before making any amendments to the code of conduct based on the LGA model.
- 05.5.21.13d **Complaints Procedure**  
**COUNCIL APPROVED** the new complaints procedure
- 05.5.21.13e **Data Protection and Freedom of Information**  
Council reviewed their Data Protection and Freedom of Information Policy and confirmed they were happy with it.
- 05.5.21.14 **To Receive an update on footpaths and agree actions**  
**Council AGREED** that Cllr Lang will continue to monitor footpaths. Cllr Lang provided a report which confirmed that the public rights of way owned and managed by Boddington Estates were in good shape.
- 05.5.21.15 **To consider proposed alterations to M5 Junction 10 and agree actions**  
The chairman advised he has received confirmation that the councils thoughts would be considered regarding the alternations to the M5 junction.
- 05.5.21.16 **To Receive an update of village gates and agree actions**  
The chairman confirmed that the council would like to apply for community match funding to cover part of the costs of the gate. In order to apply for community match funding a traffic count is required on Boddington Lane. This had been requested for completion in April but has not been done. Cllr Harrison will escalate this matter within Highways in order to obtain a traffic count.
- 05.5.21.17 **To Receive an update on the mixed waste bin in Barrow**  
It was confirmed that the mixed waste bin has now been installed in Barrow.
- 05.5.21.18 **To approve Parish Council Meeting Dates 2021/22 circulated prior to the meeting**  
**Council APPROVED** the meeting dates stated in appendix 3
- 05.5.21.19 **To Receive items for the next meeting agenda**  
None
- 05.5.21.20 **Date of Next Meeting: 4 August 2021 7pm**

Meeting Closed: 19:42

Signed \_\_\_\_\_  
Date \_\_\_\_\_

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### Appendix 1

#### Clerks Report – 5 May 2021

**Website** – The website payment has now been changed to direct debit and ex Cllr Coveney access and e-mail address has been deleted.

**GAPTC Training Courses** – The following courses have been completed:  
Clerks More Knowledge - a miscellany including planning 11 February  
Year End Accounts & Audit

#### Planning –

Planning Consultation - 21/00246/DEM - RAF Boddington Barrow Boddington Cheltenham  
Council had no objection

.Planning Consultation - 21/00286/PDAD - Pilgrove Farm Old Gloucester Road Boddington Cheltenham  
Council had no objection

Planning Consultation - 21/00311/FUL - Chestnut Barn Barrow Boddington Cheltenham  
Council had no objection

Planning Consultation - 21/00215/TPO - Abbotsbury Boddington Road Boddington Cheltenham  
Council had no objection

**VAT** – Claim for £24.56 submitted

#### Expenses

Item	Supplier	Price	VAT	Total
Plastic Wallets	Amazon	4.65	0.93	6.89
A4 Paper	Amazon	5.58	0	5.58

**TOTAL 12.47**

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### Appendix 2

#### Boddington Parish Council Bank Reconciliation at 03.05.2021

Details - Parish Council Current Acc.	Receipts	Payments	To be authorised
TBC Precept	3250		
Payments made since last meeting:			
HMRC		43.6	
Clerk Salary		142.09	
SLCC		60.00	
GAPTC		69.65	69.65
	<b>3250.00</b>	<b>315.34</b>	<b>69.65</b>

#### BANK RECONCILIATION:

<b>Current Acc. Opening balance</b>	<b>10183.69</b>
Plus receipts above	3250.00
	<hr/> 13433.69
Less payments above	315.34
<b>Closing cash balance</b>	<b>13118.35</b>
Plus payments to be authorised above	69.65
<b>Closing bal. at bank at 03.05.21</b>	<b>13188.00</b>

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## Appendix 3

### Boddington Parish Council Meeting Dates 2021/22

5<sup>th</sup> May 2021

4<sup>th</sup> August 2021

3<sup>rd</sup> November 2021

2<sup>nd</sup> February 2022

DRAFT