

MINUTES OF COATES PARISH COUNCIL (CPC) MEETING
7.00 PM, TUESDAY 25 JULY 2024 Coates Village Hall
Chair for this meeting: Robbie Whitfield

Councillors and Officials:	
Whitfield, Robbie (RW)	Chairman
Gilly Torry-Harris (GTH)	Councillor
Harris, Stephen (SMH)	Councillor
Brown, Jacqueline	Councillor
Wilson, Phyllida	Councillor
Moorcroft, Alan (AWM)	Clerk/RFO

Visitors
McKeown, Mike (McM) CDC councillor

The order of the items below is in the order that they were discussed.

1. APOLOGIES

None.

2. DECLARATION OF MEMBER INTERESTS ON AGENDA MATTERS
including Disclosable Pecuniary Interests and Personal Interests

None.

3. MINUTES OF LAST MEETING – 18 JUNE 2024

The draft minutes of the previous meeting were considered, agreed and signed.

5. PLANNING APPLICATIONS

There were no comments to be made in respect of either 1. 24/01770/COMPLY, Setts House or 2. 23/03654/FUL, Tunnel House.

6. FINANCIALS

- a. RW will undertake the next Internal Controls review. It was agreed that the councillors will undertake the future reviews in the same order that the previous reviews were undertaken.
- b. No payments have been made from pre-approvals since the last meeting.
- c. No invoices have been received since the last meeting.
- d. Contractual payments of clerk's wages at National Scale 11, WAH allowance and related PAYE were made on 9 July. Contractual payments were also made for grass cutting on 19 June (£612.00) and 9 July (£306.00).
- e. There are no items to consider for pre-approval.

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- f. The bank reconciliation at 26 June 2024 was considered, together with the supporting invoices and bank statements. Everything was considered to be satisfactory.
- g. The VAT claim has not yet been submitted. This will be undertaken prior to the next meeting.
- h. AWM had submitted a draft Asset Register to the councillors in advance of the meeting. The sports equipment had been removed as this has now been gifted to the Village Club. JB is to check that the printer and radios are still held safely.

7. ACTION POINTS FROM LAST MEETING

The Standing Orders policy proposed by PW was proposed and seconded. PW has also submitted a Transparency Code for consideration. AWM is to look at that in order to convert it to a Coates specific document. The Risk Management policy, together with proposed amendments, submitted by GTH was proposed and seconded. The Grants policy submitted by GTH was proposed and seconded. AWM is to liaise with R Randall over the acquisition of the wreath for the War Memorial.

RW had submitted a draft Code of Conduct, Data Retention Policy and Publication Scheme for consideration. The Code of Conduct is based on the Seven Principles of Public Life, no amendments to the Data Retention Policy were recommended and only small amendments were proposed for the Publication Scheme to incorporate the new legislation covering the subject. The councillors will consider these comments and decide on them at the September meeting.

JB proposed that no revision was required to the Disciplinary and Grievances Policy. It was also proposed by JB that the specific reference to Covid in the Health and Safety Policy be removed because official guidance on this subject has changed. The use of a disclaimer sign in the playground was discussed. Both of these policies will be considered further at the September meeting.

4. RECEIVE REPORTS RELEVANT TO COATES PARISH

At 8:05 MMc arrived following the conclusion of a CDC meeting.

MMc has provided written reports in advance. MMc had helped with Roz Savage's MP campaign; Roz is keen to help residents in any way that she can. Solar panels have been installed at the CDC offices in Trinity Road which should bring in electricity cost savings. MMc is now part of the CDC Planning Board; this looks at the overall planning policy of CDC rather than specific planning application issues. Details were provided about plans to counter fly-tipping in the county. Public events are to be held under the heading "Go Electric" with information about green installations. As the CDC Climate Change lead MMC received a grant of £40,000 and this is being used

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to identify sites suitable for solar farms; one site has been identified close to Somerford Keynes. Details of the Robin bus service were provided; JB will contact Tara for this to be published on the village Facebook page.

Stephan Fifield's ((SF) GCC representative) email of 25 July was discussed. AWM is to confirm that Coates PC are supportive of the 20mph campaign and explain the problems encountered over the cost of an Order. Details of potholes to be considered for repair were provided by GTH; AWM to make a request to GCC Highways.

At 8:25 MMc left the meeting.

8. MAINTENANCE OF COUNCIL ASSETS

1. AWM is arranging a meeting with Keith Austin to identify the additional repairs to be considered to the playground, outside of those identified in the RoSPA report. Following that quotes will be obtained.
2. AWM has contacted KP Gardens regarding the strimmers damaging some of the posts in the playground. A space around the posts will now be left uncut. It was agreed that AWM will obtain quotes for protective coverings around the posts.
3. Quotes for playground signage will be obtained at the same time that the other quotes are obtained.
4. The replacement glass for the Village Clock should be installed shortly.
5. Some more gardening work will be required shortly. The Council is liaising with Paul Atkinson about the scope of the work and when it will be undertaken.

9. ROADS

1. AWM has not had the opportunity to talk to the Community Speedwatch organisers about when the next funding is likely to be available.
2. AWM has asked about GCC Highways funding to secure replacement signs for the village. Details of GCC's "Big community offer" have been provided and AWM is to make an application on behalf of CPC. The Coates sign on the A419 is scheduled to be put back in place.

10. OTHER ITEMS

1. The King Charles III portrait (obtained by the Council) was taken by JB (the Council's representative on the Village Hall committee) and will be brought to the attention of the Village Hall committee. They will be asked if they wish to put the portrait on display in the Village Hall.

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2. AWM has set up a meeting with the historian to review the historical records held, during which he will be seeking advice as to where they should be stored.
3. It was agreed that a reserve of gritting salt will be required and should be delivered to Tugwells. Two replacement bins will be required; AWM to make request to GCC Highways, copied to SF.
4. RW has recently had a discussion with a resident about the unnamed road. It has previously been determined that there is no consensus among the residents of the road for a name change. CDC have stated that no change will be made unless agreed by all residents.

11. POINTS FOR CONSIDERATION AT NEXT MEETING

The next meeting is to be held on 24 September and the subsequent meeting on 19 November 2024. .

The meeting closed at 9:05pm.

Chairman Signature:
Parish Clerk Signature:
Date: 24 SEP 24

NOTICE OF NEXT MEETING: 24 September 2024 at Coates Village Hall.

Electronic copies of these and previous Minutes are available from the Parish Clerk:
clerk@coatesparish.org.uk