

MINUTES OF MEETING

Name of Meeting	Ordinary Frankton Parish Council Meeting
Date, Time and Venue of Meeting	Tuesday 11 th March 2025 at 7pm in Bourton Village Hall
Meeting Chair	Cllr Bert Mitchell BM)
Minute Taker	Helen Stewart (HS)
Attendees	Cllr Lizzie Smith, Cllr Tracy Doherty & Cllr Adrian Gardner
Apologies from those summoned	Cllr Mark Thompson
Absent	None
Local Authority Representatives	None

Public Forum

Agenda Number	Minute	Actioner	Date
1.	Apologies Apologies noted from Cllr Thompson.	No Action	
2.	Declarations of Interest There were no declarations of interest made.	No Action	
3.	Minutes of the Previous Meeting The minutes of the meeting which took place on the 28 th January 2025 were agreed unanimously as a true and accurate record. A copy was signed by Cllr Mitchell.	No Action	
4a.	Actions From the Minutes The sickly chestnut tree is yet to be looked at by a professional tree surgeon. AG will have it assessed and commission the necessary works. HS will also consult another tree surgeon.	HS AG	ASAP
4b.	The Parish Council have been successful in being awarded a grant from WCC (Cllr Dale Keeling) to purchase a defibrillator & cabinet for installation outside of The Friendly pub. HS to order the AED and cabinet once the funds are in the bank account.	HS	On going
4c.	The Clerk has arranged for Richard Haycock of WCC to meet with Parish Councillors on w/c 31 st March for a walk around Frankton to identify areas on roads, verges and gullies that are of concern.	AG BM	31/03/25
4d.	Streetlights AG has provided the Clerk with a list of faulty lights in Frankton. She will liaise with E.ON to have them repaired and obtain quotes to have two replaced. All sodium lights need to be upgraded to LED.	HS	On going
5.	Parish Clerk Vacancy The councillors unanimously agreed the contents of the Parish Clerk and RFO job description and PayScale. It was discussed that the post will be advertised once the Annual Meeting in May has gone ahead. It will be advertised locally and on the WALC website. LS will report back on costs of the laptop for the new clerk with the basic Microsoft package.	LS	13/05/25
6a.	Finance The payments list for March 2025 was agreed unanimously following a proposal from AG which was seconded by BM: Helen Stewart – Clerk - £204.00 Npower – Streetlight Elec – £803.74	No Action	

6b.	It was agreed unanimously to engage the services of Trevor Gill as the internal auditor for the Parish Council this year.	No Action	
7.	Correspondence None		
8.	Any Other Business There was a brief discussion about the flight path of the helicopters taking off from Fishpool.		
9.	Date of Next Meeting Annual Parish Assembly – Thursday 27 th March 2025 – 7.30pm Annual Parish Meeting – Tuesday 13 th May 2025 – 7pm Ordinary Parish Meeting – Tuesday 13 th May 2025 – 7.15pm Ordinary Meeting – Tuesday 8 th July 2025 – 7pm	No Action	

Meeting closed at 7.27pm