

You are invited to attend a virtual meeting of Tidenham Parish Council that has been arranged for **Wednesday 20<sup>th</sup> May 2020 at 7.00pm** using the **ZOOM video conferencing platform**, for the transaction of business according to the enclosed agenda.

Yours faithfully

*CA Hinton*

**Mrs Carol Hinton**

Clerk to the Parish Council

Wood Cottage, Clanna, Gloucestershire, GL15 6AJ. Telephone: 01594 530779

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*Note: Members of the public are welcome to attend meetings of the Council and Committees, unless specifically excluded due to the confidential nature of the business. Members of the public can ask questions or make representation during item 4 but the council cannot make a decision on any matter which is not specified on the agenda.*

## **AGENDA**

### **1. ATTENDANCE**

- a) **To receive** apologies for absence from those councillors unable to attend.
- b) **To consider for acceptance** those apologies received with reasons for absence.

### **2. DECLARATIONS OF INTEREST**

- a) **To receive Declarations of Interest** in respect of matters contained in this agenda, in accordance with the provisions of the Local Government Act 1972 in respect of officers and in accordance with the provisions of the Localism Act 2011 in respect of members.  
*Interests may be declared at any time during the meeting should they become apparent.*
- b) **To consider any Dispensation Requests** received by the Parish Clerk and not previously considered.

### **3. MINUTES OF PREVIOUS MEETING**

- a) **To consider for approval** as a correct record the minutes of the meeting held on 29<sup>th</sup> April 2020.
- b) **To consider** any questions arising from those minutes.

### **4. PUBLIC CONSULTATION \*\*\***

**To receive and consider any questions from the Public**, which may be answered but not debated.

### **5. COMMITTEES**

**To receive reports, minutes and recommendations from committees** already circulated, enclosed herewith or to be circulated and to consider any questions arising from them.

- i) Amenities Committee meeting held on 13<sup>th</sup> May 2020.

Questions to Councillor Tullett, Chair of the meeting

### **6. CHAIRMAN'S ANNOUNCEMENTS**

**To receive and note any announcements from the Chairman** of the meeting.

### **7. PARISH CLERK'S REPORT**

**To receive and consider the Parish Clerk's Report.** All items requiring the council to make a decision are specified separately on this agenda.

### **8. FINANCE**

- a) **To approve payments** according to the Financial Statement for April 2020
- b) **To note** payment of £1396.80 inc. VAT (£1164.00 ex. VAT) for replacement laptops paid to HP on 1<sup>st</sup> May 2020. Purchase agreed 2019/20 but unable to be completed before 31<sup>st</sup> March due to Covid 19 lockdown.
- c) **To receive and approve the Financial Statement** for April 2020 (copy bank statements emailed to Chairman prior to the meeting)
- d) **To note** Bank Reconciliation at end of 2019/2020
- e) **To note** Notes To Accounts for end of 2019/2020

**9. ASSET REGISTER**

- a) **To consider** adoption of Asset Register as shown in the 2019/2020 Annual Accounts.
- b) **To note** all assets have been visually checked by the Clerk's Assistant, allocated asset numbers and mapped using Parish Online.

**10. ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN (AGAR) 2019/20**

- a) **To consider** responses to items 1-9 of section 1 of the Annual Governance and Accountability Review (AGAR) 2019/20.
- b) **To consider** signing of the Governance Statement.
- c) **To consider** the Annual Accounts as shown in the Annual Return and that the Clerk and Chairman sign the Statement if approved.
- d) **To consider** start date for period for exercising of public rights.

**11. APPOINTMENTS TO COMMITTEES**

- a) **To consider** appointment of Councillor Maria Hartford-Beynon to the Planning and Highways Committee of the Parish Council.
- b) **To consider** appointment of Councillor Michael Swambo to the Amenities Committee of the Parish Council.
- c) **To note** the new regulations introduced for the operation of parish and town councils in the UK during the Covid 19 pandemic remove the necessity to hold both the Annual Parish Meeting and the Annual Council Meeting. The Annual Council Meeting would normally take place in May. At this meeting the election of the Chairman and Vice Chairman for the forthcoming year, and appointments to Council committees and associated organisations, would take place. The new regulations allow for such appointments to continue until May 2021 unless Councillors wish to review this when face-to-face meetings can be resumed.

**12. REGISTERS OF INTEREST**

**To note** during the current period of virtual meetings, new Registers of Interest will not be sent for completion but that Councillors are reminded that any changes of circumstances required to be included in the Register should be notified to the Clerk immediately and a new Register will be sent out for completion.

**13. AMENITIES COMMITTEE - VIREMENT OF FUNDS**

**To consider** virement of funds from general reserves of £5172 to Amenities Committee budget for 2020/21 for the replacement of Wyebank Road fencing for safety and to restrict access to the steep river bank - as agreed at the Amenities Committee meeting of 4<sup>th</sup> March 2020.

**14. BARRATTS COMPOUND LICENCE**

**To consider** Barratts compound licence that is due to expire on 2 June 2020.

**15. CORRESPONDENCE**

**To receive and consider** any other correspondence as detailed in the Clerk's Report.

**16. COUNCILLORS' REPORTS**

**To receive and note** any matters which councillors wish to raise and where appropriate add to the agenda for the following meeting or meetings of committees.

**17. FUTURE MEETINGS (Where required during the Covid 19 lockdown period)**

**To note** the dates of future council and committee meetings:  
Wednesday 27<sup>th</sup> May 2020 – Planning and Highways Committee Meeting  
Wednesday 3<sup>rd</sup> June 2020 – Finance Committee meeting  
Wednesday 3<sup>rd</sup> June 2020 – Mopla Cottages Committee meeting  
Wednesday 17<sup>th</sup> June 2020 – Full Council meeting.

**\*\*\* Allows a period not exceeding fifteen minutes for members of the public to make statements and ask questions of the Council**

**This item does not preclude Suspension of Standing Orders by the Council to allow participation on Items on the Agenda**

- i) **Each person will be required to state his or her name and address**
- ii) **Each person will be allowed no more than three minutes plus a brief follow-up to any answers given by the Council**
- iii) **Questions may be answered but not debated by the Council**

- iv) Any issues that the Council considers require consideration should be referred to the next meeting of the Full Council.

Members of the public wishing to speak at the meeting should contact the Clerk by email or telephone by 12 noon on the day of the meeting. The Clerk will allocate a time to the member of the public after which he/she will be invited to join the Zoom meeting.