

Tidenham Parish Council

To: Members of the Public & Press

11th May 2017

You are invited to attend a meeting of Tidenham Parish Council that has been arranged for **Wednesday 17th May 2017 at 19:00hrs** in the War Memorial Hall, Coleford Road, Tutshill, 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. CHAIRMAN

- a) **To elect** a Chairman for 2017/2018
- b) **Chairman to sign** the Declaration of Acceptance of Office

2. VICE CHAIRMAN

- a) **To elect** a Vice Chairman for 2017/2018
- b) **Vice Chairman to sign** the Declaration of Acceptance of Office

3. 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.

4. DECLARATIONS OF INTEREST (See Clerk's Report item B)

- a) **To confirm that all changes to Councillors' Register of Interest have been notified to the Clerk**
- b) **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.
- c) **To consider any Dispensation Requests** received by the Parish Clerk and not previously considered. (All councillors appointed to the Mopla Cottages committee should request a dispensation once appointed, to be considered at the next meeting of the Council.)

5. REMIT OF COMMITTEES

To consider for adoption the remit of committees

6. STANDING COMMITTEES (see Clerk's Report item C)

To Appoint members to standing committees as approved by the adoption of 'Remit of Committees'

Amenities Committee

Planning, Development Control and Highways Committee

Finance and Probity Committee

Mopla Cottages Committee

7. PUBLIC AND CHARITABLE BODIES

To consider appointments to Public and Charitable Bodies

Poor's Allotment

Sedbury and Beachley Village Hall

Tidenham War Memorial Hall

Severn Area Rescue

8. **STANDING ORDERS**
To consider adoption of Standing Orders
9. **FINANCIAL REGULATIONS**
To consider adoption of Financial Regulations
10. **APPOINTMENT OF BANKERS**
 - a) To consider safety of investments/bank accounts as per Investment Strategy and Financial Risk Assessment adopted March 2017 Minute 2016/2017 page 28 item 14
 - b) To consider confirmation of Bankers and account signatories. *(see Clerk's Report item C)*
11. **COMPLAINTS PROCEDURE**
To consider adoption of Complaints Procedure
12. **PROVISION OF INFORMATION UNDER FREEDOM of INFORMATION ACT**
To consider adoption of Provision of Information – model publication scheme
13. **MEDIA POLICY**
To consider adoption of Media Policy
14. **ASSET REGISTER (see Clerk's Report item D)**
To consider adoption of Asset Register as shown in Annual Accounts.
15. **MINUTES OF PREVIOUS MEETING**
 - a) To consider for approval as a correct record the minutes of the meeting held on 19th April 2017
 - b) To consider any questions arising from those minutes.
16. **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). Planning, Development Control and Highways Committee meeting held on 26th April 2017
Questions to Councillor Powell, Chair of the Committee
 - ii) Amenities Committee held on 10th May 2017 (draft minutes to be circulated at the meeting)
Questions to Councillor Duff, Chair of the Committee
17. **CO-OPTION OF JAKE LEWIS**
To consider co-option of Mr Jake Lewis to the Parish Council – letter of introduction attached.
18. **CHAIRMAN'S ANNOUNCEMENTS**
To receive and note any announcements from the Chairman of the meeting.
19. **PUBLIC CONSULTATION *****
To receive and consider any questions from the Public, which may be answered but not debated.
20. **POLICING IN THE PARISH**
No report received.
21. **PARISH CLERK'S REPORT (Please contact the Clerk if copy required)**
To receive and consider the Parish Clerk's Report. All items requiring the council to make a decision are specified separately on this agenda.

22. FINANCE

- a) **To approve payments** according to the Financial Statement for April 2017
- b) **To receive and approve the Financial Statement** for April 2017
- c) **To consider** virement of funds from general reserves of £3200 to Staff Budget for Clerk's Pension contributions (as agreed Minute 2016/2017 March page 28 item 12(a)) and not included in original budget proposals
- d) **To consider** the Annual Accounts as shown in the Annual Return and sign Statement if approved. (copy of Annual Return attached)

23. LOCAL GOVERNMENT BOUNDARY COMMISSION (see Clerk's Report item E)

To consider Parish Council response to recommended boundary changes

24. DEFIBRILLATORS (Clerk's Report item F)

- a) **To consider** quotation for installation of defibrillators at Chemist in Sedbury (£255 +VAT) and the War Memorial Hall Tutshill (£185 plus VAT) Total cost £440, £528.00 including VAT.
- b) **To note** defibrillator awareness/training sessions on 31st May 7pm at the War Memorial Hall Tutshill and 15th June 7pm at Sedbury and Beachley Village Hall.

25. CORRESPONDENCE (see Clerk's Report item G)

To consider any other correspondence as detailed in the Clerk's Report

26. 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.

27. FUTURE MEETINGS

To note the dates of future council and committee meetings:

- Wednesday 24th May - Planning, Development Control and Highways Committee
- Wednesday 7th June – Finance Committee 7pm followed by Mopla Cottages Committee
- Wednesday 21st June – Full TPC 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.**