

You are invited to attend a meeting of Tidenham Parish Council that has been arranged for **Wednesday 18<sup>th</sup> March 2020 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

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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.*

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## 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 19<sup>th</sup> February 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) Planning, Development Control and Highways Committee meeting held on 26<sup>th</sup> February 2020  
Questions to Councillor Koning, Chair of the Committee.
- ii) Finance and Probity Committee meeting held on 4<sup>th</sup> March 2020  
Questions to Councillor Koning, Chair of the meeting
- iii) Mopla Cottages Committee meeting held on 4<sup>th</sup> March 2020  
Questions to Councillor Koning, Chair of the meeting
- iv) Amenities Committee meeting held on 11<sup>th</sup> March 2020 (minutes to be circulated at the meeting)  
Questions to Councillor Wall, Chair of the meeting

### 6. CHAIRMAN'S ANNOUNCEMENTS

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

### 7. POLICING IN THE PARISH

- a) **To note** report for January 2020 downloaded by the Clerk.
- b) **To note** that PCSO Tracy Garcia-Cote has reported that 'she has continued to do her patrols around the Mopla road area of Tutshill in response to reports of the drug dealing that was going on. She has been told by many of the locals that things have very much improved since she has been carrying them out'. Tracy has asked if Councillors have noticed any difference.

- c) **To note** the Community bus will be visiting on the following dates: 22<sup>nd</sup> March, 6<sup>th</sup> April, 6<sup>th</sup> May and 8<sup>th</sup> June 2020. I have been informed that the bus will be parked up in Tutshill at the layby opposite the bus stop at Elm Road on Coleford Rd from 9am till 3pm and have asked why the bus will not be visiting Sedbury as it used to.

**8. 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.

**9. FINANCE**

- a) **To approve payments** according to the Financial Statement for February 2020  
b) **To receive and approve the Financial Statement** for February 2020  
c) **To note** Receipts / Payments spreadsheet as presented to the Finance Committee 4<sup>th</sup> March 2020  
d) **To note** Budget Monitoring spreadsheet as presented to the Finance Committee 4<sup>th</sup> March 2020

**10. EARMARKING OF FUNDS IN RESERVES**

**To consider** earmarking of funds for the following amounts for work that has been approved during the 19/20 financial year but has not yet been carried out and/or invoiced:

- a) £390 – Dawn Cracknell for hedge trimming  
b) £72 – replacement tree by Sedbury chemist shop  
c) £7920 – Mark Bearcroft for church wall work  
d) £406.28 – Gloucestershire County Council for installation of post for Beachley defibrillator relocation  
e) £115.89 – EON for first year unmetered electricity supply to Beachley defibrillator  
f) £17535.60 – Dean Park Contractors for re-surfacing of S&BVH car park  
g) £750 – Tate Computer Technology for Microsoft Office Business Edition and set up of new admin laptops.  
h) £1032 – WM Garden Services for St Luke's Churchyard gates  
i) £477.60 – Greenfields Garden Services for play area repairs  
**(Total earmarked funds = £28,699.37)**

**11. RINGFENCING OF FUNDS IN RESERVES**

- a) **To consider** ringfencing of funds of £14,893 for future significant projects.  
b) **To consider** ringfencing of funds of £15,488 for Tump Solar Farm Community Benefit.

**12. INTERNAL AUDIT**

**To consider** Internal Audit Report and any actions required.

**13. NEWSLETTER**

- a) **To consider** inclusion of 4 advertisements in the newsletter at a charge of £100 each – total income £400 towards the costs of delivery - from local businesses: Jones Butchers, Motor Services Chepstow, St John's on the Hill School and Lifestyle Express.  
b) **To consider** quotation from Storm Marketing for the design of Newsletter of £150.00 plus VAT - total cost £180  
c) **To consider** quotation from Hanley Court printers for the printing and packaging (suitable for delivery to the Royal Mail distribution centre, Swindon) of 3000 newsletters of £595 (no VAT)  
d) **To consider** use of Royal Mail Door to Door Service for distribution of the Spring Newsletter cost £500 plus VAT – total cost £600  
e) **To consider** Clerk to pay agreed amounts as and when they are required.

**14. NEIGHBOURHOOD DEVELOPMENT PLAN**

**To consider** appointment of Dr Andrea Pellegram as NDP expert to facilitate an informal meeting for Parish Councillors to discuss the details, pros and cons of the production of an NDP. Cost £450 plus mileage @ 55p per mile.

**15. ANNUAL PARISH MEETING**

- a) **To note** Annual Parish Meeting booked for Thursday 21<sup>st</sup> May 2020 7pm at Sedbury and Beachley Village Hall – John Grimshaw, Wyevalley Cycleway, to give presentation.  
b) **To consider** expenditure of £18 for hire of Tidenham Chase Old School hall for a further Parish Meeting proposed for Saturday 6<sup>th</sup> June from 10am to 1pm (meeting from 10.30am to 12.30am)

**16. TUTSHILL WAR MEMORIAL HALL AND RECREATION GROUND TRUST**

**To consider** how the existing Agreement between the Trust and the Parish Council, due to come to an end in December 2020, should be managed so that a future relationship between the 2 parties can be agreed.

**17. CHEPSTOW TOWN COUNCIL**

**To consider** Clerk developing links with Chepstow Town Council to explore possible avenues of working together.

**18. CORRESPONDENCE**

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

**19. 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.

**20. FUTURE MEETINGS**

**To note** the dates of future council and committee meetings:

Wednesday 25<sup>th</sup> March 2020 - Planning, Development Control and Highways Committee

Wednesday 15<sup>th</sup> April 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.**