

HUCCLECOTE PARISH COUNCIL

Notice of Meeting of the Council

Dear Councillor,

I hereby give you notice that a meeting of Hucclecote Parish Council will be held in the PINEHOLT VILLAGE HALL on **MONDAY 20TH NOVEMBER 2023** starting **at 7p.m.**

All Members of the Council are hereby summoned to attend; the business to be transacted at the meeting is set out hereunder.

Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions; Equal Opportunities (race, gender, sexual orientation, marital status and any disability), Crime & Disorder, Health & Safety and Human Rights and Freedom of Information.

Dated this 14th Day of November 2023

Sarah Moore

Clerk to the Council,

B u s i n e s s t o b e T r a n s a c t e d

- 1) To receive and accept apologies
- 2) Announcements by the Chairman
- 3) **Public Participation (20 mins)** - *Members of the public are welcome to speak regarding any matter on the agenda or any items they wish to bring to the attention of the Parish Council; the Parish Council is not permitted to make any decisions during the public session. Members of the public are not permitted to address the meeting once the public session is concluded.*
- 4) To approve the minutes of the last Council meeting held on 16th October 2023.
- 5) To consider any matters arising from those minutes
- 6) To receive County/Borough Councillors reports
- 7) **Declarations of Interest** – Members are invited to declare any interests they may have in the business set out on the agenda to which the approved Code of Practice applies
- 8) To receive report from member of the Coopers Edge Trust (Cllr Bentley)
- 9) **PLANNING**
 - a) To receive and discuss new planning applications
 - b) To note decisions received from Tewkesbury Borough Council
 - c) To receive enforcement report
- 10) **PINEHOLT VILLAGE HALL**
 - a) To discuss Repair Café event on 2nd December and agree costs
 - b) To receive Clerks report
 - c) To discuss renewal of Bowls Club lease

- d) To receive quotes for waste collection (details sent)
- e) To receive quotation from APM Fire & Security for maintenance work

11) HIGHWAYS AND TRANSPORT

- a) To receive update on outstanding issues
- b) To receive and accept quote for additional road signs (Cllr Stevens)

12) PLAY AREA

- a) To receive inspection report (Cllr Bentley)

13) FINANCE

- a) To receive accounts for payment and bank reconciliation (report attached)
- b) To receive internal control report Jul- Sept (Cllr Miss Clifford)
- c) To discuss grant applications (details sent)
- d) To receive end of year forecast report and draft budget 2024/25 (details sent)
- e) To receive and discuss application for funding from Coopers Edge Trust for youth club provision

14) MISC

- a) To receive and adopt HPC Training and Development Policy for staff and councillors (report attached)
- b) To agree meeting dates for 2024 (report attached)
- c) LCAS Foundation level – to resolve that all documentation and information is in place (report attached)

15) CONFIDENTIAL

Pursuant to 1(2) of the Public Bodies (Admission to Meetings) Act 1960 it is resolved that, because of the confidential nature of the business to be transacted, the public and press leave the meeting during the consideration of

- a) Staffing
 - i. To receive and note NJC pay scales for 2024 – 2025 (details sent)
 - ii. To review staff salaries 2024/25 (report attached)