

HUCCLECOTE PARISH COUNCIL

Notice of Annual Meeting of the Council

Dear Councillor,

I hereby give you notice that the annual meeting of Hucclecote Parish Council will be held in the PINEHOLT VILLAGE HALL on **MONDAY 20TH MAY 2024** starting **at 7.30p.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 May 2024

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) ELECTION OF
 - a) Chair
 - b) Vice-Chair
 - c) Appointment of Snow Warden
 - d) Appointment of Flood Warden
 - e) Appointment of Internal Controller
- 2) To receive and accept apologies
- 3) Announcements by the Chair
- 4) 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.*
- 5) To approve the minutes of the last Council meeting held on 15th April 2024
- 6) To consider any matters arising from those minutes
- 7) To receive County/Borough Councillors reports
- 8) 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
- 9) To receive report from member of the Coopers Edge Trust (Cllr Bentley)
- 10) PLANNING
 - a) To receive and discuss new planning applications
 - i. 24/00293/FUL – 6 Colerne Drive. Single storey side and rear extensions and first floor extension to bungalow, including raising roof. Erection of front porch.

- b) To note decisions received from Tewkesbury Borough Council
- c) To receive Land Licence for installation of fitness equipment (copy sent)

11) PINEHOLT VILLAGE HALL

- a) To receive Clerks report
- b) To discuss renewal of Bowls Club lease

12) HIGHWAYS AND TRANSPORT

- a) To receive update on outstanding issues
- b) To receive correspondence regarding parking on Folland Avenue (copy sent)

13) PLAY AREA

- a) To receive monthly inspection report
- b) To receive quotes for maintenance work (details attached)

14) FINANCE

- a) To receive accounts for payment and bank reconciliation (report attached)
- b) To review the effectiveness of the system of internal controls (Cllr Miss Clifford)
- c) To receive Independent Internal Auditors report (copy attached)
- d) To approve the Annual Governance Statement 2023/24 (copy attached)
- e) To approve the Statement of Accounts 2023/24 (copy attached)
- f) To receive and discuss grant application (copy attached)

15) MISC

- a) To review HPC Action Plan 2023-2027
- b) GAPTC AGM 20th July 2024 (call for resolutions) – to approve amended motion
- c) To receive update on Sustainability Action Plan (Cllr Stevens)
- d) To receive details of wildlife crime and agree action (Cllr Stevens)

16) 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 - to discuss recruitment and agree terms for new staff member