

Badgeworth Parish Council

Clerk: Mrs. H. L. Jones | 07840073143 | badgeworthpc@outlook.com

April 13, 2018

NOTICE OF A PARISH COUNCIL MEETING

Dear Residents/Councillor,

I hereby give notice of a Parish Council Meeting that will be held at the **WITCOMBE & BENTHAM VILLAGE HALL on THURSDAY 19th APRIL at 7.30pm**. All Residents of the Parish are welcome, and Members of the Council are hereby summoned to attend to transact the business of the Parish Council as set out below.

A 15 Minute period will be set aside between 7.30pm and 7.45 pm for Members of the public to raise questions.

AGENDA

1. **Apologies** - To receive apologies for absence.
2. **Declaration of Interest** - Members are requested to declare any interest they may have in the business set out on the Agenda to which the approved Code of Conduct appears.
3. **To confirm the minutes of the last meeting and deal with Matters Arising not included as an agenda item.**
4. **Co-option to Parish Council** –to co-opt people to fill the vacancies on the Parish Council to represent both the Bentham & Badgeworth Wards (following the advertising of the vacancy and the receipt of written confirmation from applicants that they are eligible)
5. **To Receive a Report from the County and Borough Councillor.**
6. **General Data Protection Regulations (GDPR)** – report from Clerk and take action as required. Authorise Clerk’s attendance at training event (£40)
7. **Planning**
 - a) Update and discussion regarding planning issues at Part Parcel 8072, Badgeworth Lane, Badgeworth and Jones Hay Orchard Cold Pool Lane Badgeworth
 - b) Delegated Comments, Planning Decisions & Appeals – Clerk to report
 - c) TBC Local Plan update
8. **Community Assets**
 - a) **Tree Maintenance at Little Witcombe & Badgeworth Village Greens** – to seek quotes for further routine work recommended in Tree Survey 2017.

- b) **Bus Shelter** – to receive information from Clerk re. cleaning and maintenance issues to bus shelter on A46 near Endsleigh
- c) **Parish Council noticeboards** – to arrange for replacement keys for all noticeboards.
- d) **Fibreoptic broadband** – to discuss issues relating to Witcombe and take action as necessary
- e) **Defibrillator at Little Witcombe** – to authorise expenditure for replacement batteries.
- f) **Lay-by** (Badgeworth Lane) – to discuss issue of littering and agree response.
- g) **Allotments** –
 - i. To discuss on-going issue of water supply to allotments and agree action as necessary
 - ii. To receive quotes for small noticeboard and agree expenditure if necessary.

9. Finance

- a) **New audit arrangements** – to receive a report from the Clerk and take action as necessary
 - b) **Independent Internal Auditor** – to appoint an Independent Auditor and agree cost.
 - c) **End of Year Update** –
 - i. To receive and agree end of year financial update and bank reconciliations.
 - ii. To receive report on internal finance checks from Cllr Hitchcock, Financial Lead.
 - d) **On-line Banking** – to authorise limited on-line access to Clerk for management of accounts, and to amend Financial Regulations as necessary.
 - e) **To authorise payment and issue cheques:**
 - £451.19 - Gloucestershire Association of Parish & Town Councils. Annual subscription
 - £90 - Curtis Web Design for additions to website
 - £35 - Data Protection Registration Renewal
 - £150 - G. Knight. Grass cutting 5th April
 - £30 - Witcombe & Bentham Village Hall hire. Jan 2018
 - £117.50 Certificate in Local Council Administration (2nd/final instalment to Clerk as agreed 20/7/17)
 - £93.25 - Clerk's expenses (includes printer ink)
 - f) **Clerk's salary** - To authorise payment & issue cheque.
10. **Ward Reports.** Councillors to **report upon minor issues** which have not been included on this Agenda.
11. **Items for the next agenda and the date of the next meeting.**

Signed: *Helen L. Jones* (Clerk to the Council)