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| **To Members of Great Witley and Hillhampton Parish Council** |
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| You are duly summoned/required to attend the next meeting of Great Witley and Hillhampton Parish Council to be held at 7.30pm on Thursday 20th June 2024 at the Village Hall. |
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| **Agenda** |
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| **In Attendance:**  |

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| **1.** | **Apologies:** To receive apologies and to approve reasons for absence. |
| **2.** | **Declarations of Interest:** |
|  |  | a. | Register of Interests: Councillors are reminded of the need to update their register of interests. |
|  |  | b. | To declare any Disclosable Pecuniary Interests in items on the agenda and their nature.  |
|  |  | c. | To declare any Other Disclosable Interests in items on the agenda and their nature. |
|  |  | d. | Written requests for the council to grant a dispensation (S33 of the Localism Act 2011) are to be with the clerk at least four clear days prior to a meeting. |
| **3.** | **To consider any Application for a dispensation:**  |
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| Councillors who have declared a Disclosable Pecuniary Interest, or an Other Disclosable Interest which falls within the terms of paragraph 12(4) of the code of conduct, must leave the room for the relevant items. |
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| Failure to register or declare a Disclosable Pecuniary Interest may be a criminal offence. |
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| **The meeting will be adjourned for Public Question Time** |
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| The time allocated is at the discretion of the council/chairman. Residents are invited to give their views and question the parish council on issues on this agenda or raise issues for future consideration at the discretion of the chairman. Members of the public may not take part in the parish council meeting itself. The period is not part of the formal meeting; brief notes will be appended to the minutes as an aide memoire. |
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| **4.** | **Minutes:** To consider the approval of the minutes of the last meeting of the council. (attached) [..\MINUTES\Minutes Annual Meeting of Parish Council.1 May 2024.docx](../MINUTES/Minutes%20Annual%20Meeting%20of%20Parish%20Council.1%20May%202024.docx) |
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| **5.****6.** |

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| **District and County Councillors’ Reports:** for information. (Items raised for decision will appear on the agenda for the next meeting.) |
| 1. DCllr Mr P Cumming
2. CCllr Mr D Chambers
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**Progress reports:** for information |
|  |  | a. | Chairman (Cllr P Trow) – to discuss purchasing a defibrillator for Hillhampton. Also, to check who owns the track to the Severn Trent pumping station. Also, request that the grass around Hillhampton bus shelter is mown and Clerk (Jo Evans) – Request to change internal auditor as Diane Malley has stepped down from next financial year and Domaine swap to gov.uk |
|  |  | b. | Village Hall Management Committee and Maintenance of Bowens Field (Cllr B Dallow, Cllr P Trow & Cllr A Goodman) – BD to explain his proposed maintenance to Bowens Field footpath (badger bridges) and the war memorial maintenance work as outlined by the War Memorial Trust. |
|  |  | c. | Lengthsman and Footpaths (Cllr C Jones & Cllr F Chapman)  |
|  |  | d. | Neighbourhood Plan Working Party (Cllr F Chapman & Cllr D Trow) |
|  |  | e. | Cllr D Danks to submit Diversity Policy for approval |
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| **7.** | **CALC:** to consider attendance by clerk and councillors at forthcoming training events outlined in the CALC Updates. |
| **8.** | **Planning:** |
|  |  | a. | No applications to consider. |
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| **9.** | **Finance:** |
|  |  | a. | Paid invoices and remittances received – circulated before this meeting for approval. PT to read out the Governance Statements from the AGAR 2023.24. |
|  |  | b. | Bank reconciliation. |
|  |  | c. | Budget comparison. |
|  |  | d. | Payment Schedule.

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| APR | C Bunn | Lengthsman’s March invoice | 329.66 |
|  | B Dallow | Fence posts stakes |  10.70 |
|  | Groundwork UK | Unspent NDP grant repayment | 3860.00 |
|  | Groundwork UK | Unspent NDP grant repayment | .60 |
|  | CALC | Subscription renewal | 528.39 |
|  | J Evans | Clerk’s April invoice | 442.60 |
|  | HSBC | Account fee April | 8.00 |
| MAY | J Evans | McAfee Subscription renewal | 109.99 |
|  | C Bunn | Lengthsman’s April invoice | 321.31 |
|  | J Evans | Currys Cloud Backup | 60.00 |
|  | C Bunn | In2Out invoice 240507 | 135.00 |
|  | Village Hall | AMP bar invoice | 51.70 |
|  | DM Payroll Services | Audit 2024 | 100.00 |
|  | J Evans | Clerk’s May invoice | 650.29 |
|  | HSBC | Account fee May | 8.00 |

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| **10.** | **Correspondence for Information:** To note the attached appendix of items which have been circulated or will be available for inspection at the meeting. |
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| **11.** | **Clerk’s report on Urgent Decisions made under delegation since the last meeting: None.** |
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| **12.** | **Councillors’ reports and items for future agenda:** Councillors may use this opportunity to report minor matters of information not included elsewhere on the agenda and to raise future items for future agendas. |
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| **13.** | **Date of next meeting:** To confirm the date of the next meeting, which is scheduled for Thursday 12th September 2024, 7.30pm. |
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| **14.** | **To consider the exclusion of the public and press in the public interest for consideration of the following items: None.** |
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| Signed ………Jo Evans……………………….. Date …………05/06/2024…………….. |
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|  | Jo Evans Clerk to Great Witley and Hillhampton Parish Council |
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