



Gorsley & Kilcot Parish Council

14 May 2020

In accordance with The Local Authorities & Police & Crime Panels (Coronavirus) (Flexibility of Local Authority & Police & Crime Panel Meetings) (England & Wales) Regulations 2020 this meeting will be held by video conference call.

Join Zoom Meeting

<https://zoom.us/j/8083566430?pwd=ZCtnSHpuTzRWL0RBenQ5aWtsc2l2Zz09>

Meeting ID: 808 356 6430

Password: 6aAQcR

Councillors are hereby summoned to attend the Annual Meeting of GORSLEY & KILCOT PARISH COUNCIL to be held by video conference call at 7:30pm on Monday 18th May 2020 for the purpose of transacting the following business.

Arin Spencer
Arin Spencer (Mrs)

Clerk to Gorsley & Kilcot Parish Council

Members of the Public are invited to address the Council at 7:30pm on matters on the agenda. (Public to speak for a maximum of 3 minutes each with the Public Session being no longer than 30 minutes).

AGENDA

- 1 To **elect a Chairman** for the 2020/21 civic year and receive the Chairman's declaration of acceptance of office.
- 2 To **elect a Vice-Chairman** for the 2019/20 civic year
- 3 To **receive apologies** for absence
- 4 To **receive declarations of interest** and requests for dispensation regarding items on the agenda.

Councillors are reminded of the need to review their Register of Pecuniary Interests and advise the clerk of any changes.

- 5 To approve and **sign the minutes** of the full council meeting held on 2 March 2020
- 6 **Matters arising** from previous minutes (for information only)

Clerk's report and action tracker.

- 7 To receive **reports** from County and District Councillors (if available)
- 8 To **appoint a Lead Member for Finance**
- 9 To consider **renewal of annual subscriptions**:
- 9.1 Gloucestershire Association of Parish & Town Councils (£73.06)
- 9.2 Gloucestershire Rural Community Council (£25.00)
- 9.3 Parish Online (£36.00)
- 9.4 Information Commissioner (£35.00 by direct debit)
- 10 To confirm the Parish Council's **insurance** provider for 2020/21 and review the insurance provided by the policy in terms of all insurable risks.

11 Financial Matters

- 11.1 To note Coop Bank statement at 31/03/2020 showing balance of £9,237.40
- 11.2 To approve Bank Reconciliation as at 31/03/2020
- 11.3 To approve year end accounts as at 31/03/2020
- 11.4 To approve summary of Reserves as at 31/03/2020
- 11.5 To **approve payment** of the following expenses:

DESCRIPTION	CHQ NO	POWER	BUDGET	AMOUNT
GAPTC Subscription	100027	LGA 1972 s.143	Subscriptions	£ 76.03
Parish Online	100028	LGA 1972 s.143	Subscriptions	£ 36.00
Staff Expenses	100030	LG(FP)A 1963 s5	Staff Expenses	£ 46.80
BHIB Insurance	100031	LGA 1972 s.111	Insurance	£ 188.23

- 11.6 **Payments already made** and brought to council for noting:

DESCRIPTION	CHQ NO	POWER	BUDGET	AMOUNT
Staff Salaries (Mar)	SO	LGA 1972 s112(2)	Staff Costs	£ 196.16
Staff Salaries (Apr)	SO	LGA 1972 s112(s)	Staff Costs	£ 196.16

- 11.7 To approve the following list of **standing orders and direct debits**:

DESCRIPTION	FREQUENCY	AMOUNT	DATE
Information Commissioners Office	Annual	£35.00	December
Staff Salary	Monthly	£196.16	26 th

12 Annual Governance and Accountability Return 2019/20

- 12.1 To agree to certify as exempt from a limited assurance review and complete the Certificate of Exemption.
- 12.2 To approve and sign Section 1 - Annual Governance Statement 2019/20
- 12.3 To approve and sign Section 2 - Accounting Statements 2019/20
- 12.4 To confirm dates for the exercise of public rights (15 June – 24 July 2020)

13 Planning

- 13.1 To note planning decisions
[P0141/20/FUL](#) Erection of a first floor extension and a two storey extension with associated works at Brookfield Cottage Sterrys Lane Gorsley HR9 7AH
Decision: Refused

13.2 To consider new planning applications

13.3 To discuss progress of enforcement action in the parish

14 Highways / PROW

15 To agree the following schedule of meetings for 2020/2021:

<u>Planning Meetings</u>	<u>Ordinary Meetings</u>
Monday 1 st June 2020 at 6:00pm	Monday 6 th July 2020 at 7:30pm
Monday 3 rd August 2020 at 6:00pm	Monday 7 th September 2020 at 7:30pm
Monday 5 th October 2020 at 6:00pm	Monday 2 nd November 2020 at 7:30pm
Monday 7 th December 2020 at 6:00pm	Monday 4 th January 2021 at 7:30pm
Monday 1 st February 2021 at 6:00pm	Monday 1 st March 2021 at 7:30pm
Monday 5 th April 2021 at 6:00pm	Monday 3 rd May 2021 at 7:30pm

16 To receive items for the July meeting agenda

17 Date and time of next meeting **Monday 6th July 2020 at 7:30pm**
By video conference call

PLANNING APPLICATIONS WILL BE AVAILABLE FOR VIEWING BY THE PUBLIC FROM 7.15PM ON THE NIGHT AND BY APPOINTMENT WITH THE CLERK (Mrs Arin Spencer 07484619582) AT CHRIST CHURCH GORSLEY

ALL MEETINGS OF THE COUNCIL ARE OPEN TO THE PUBLIC AND PRESS WITH THE EXCEPTION OF ITEMS CONSIDERED UNDER STANDING ORDER 1C

All meetings can be moved downstairs if stairs are an obstacle to attendance at a meeting or a Loop System is required. A wheelchair ramp can be provided to access the church.

“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, sexual orientation, marital status and any disability), Crime and Disorder, Biodiversity, Health and Safety and Human Rights.”