

Gorsley & Kilcot Parish Council

30 June 2021

Councillors are hereby summoned to attend an ordinary meeting of GORSLEY & KILCOT PARISH COUNCIL to be held on Monday 5 July 2021 at 7:30pm in the Upper Room, Christ Church, Gorsley for the purpose of transacting the business set out below.

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).

**Arin Spencer**

Parish Clerk

**AGENDA**

1. To receive apologies for absence.
2. To receive declarations of interests and consider requests for dispensations.
3. Minutes
   1. To resolve that the minutes of the Parish Council meeting held on 4 May 2021 are a correct record.
   2. To resolve that the minutes of the extra ordinary Parish Council meeting held on 7 June 2021 are a correct record.
4. To receive an update about progress of resolutions from the meetings of the Parish Council held on 4 May 2021 and 7 June 2021.

**Casual Vacancy**

1. To note the resignation of Cllr Catherine Gardner.

**Planning**

1. To consider and respond to the following planning applications: none
2. To note the following planning decisions:
   1. Ford Farm Bungalow, Ford Lane, Kilcot (P0676/21/FUL)

Erection of a single storey extension with balcony terrace over and installation of solar pv panels. ***Granted permission****.*

* 1. Baldwins Farm, Mill Lane, Kilcot (P0535/21/FUL)

Erection of a two storey side extension. ***Granted permission****.*

* 1. Pump House, Conigree Road, Newent ([P0984/21/AG](https://publicaccess.fdean.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=QTLOVKHI0FD00&prevPage=inTray))

Prior notification for the erection of an agricultural shed. ***Approved****.*

1. To discuss ongoing planning enforcement matters in the parish

**Documentation Review**

1. To review and/or adopt the following policies and procedures:
   1. Document Retention Policy

**Internal Audit 2020/21**

1. To note the Internal Auditors report for 2020/21 and consider the recommendations contained therein.

**Financial Matters**

1. To note report from Lead Member for Finance on the accounts check to end May 2021.
2. To receive financial reports as at 31/05/2021 (Bank Reconciliation / Summary of Receipts and Payments / List of payments to date)
3. To consider subscribing to Scribe accounting software with effect from 1 June 2021 at an annual cost of £180 + VAT.
4. To approve the following list of payments:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| DATE | DESCRIPTION | CHQ NO | POWER | BUDGET | AMOUNT |
| 05/04/2021 | Scribe Subscription | 100047 | LGA 1974 s.111 | Accounting Software | £ 216.00 |
| 05/04/2021 | Defib Pads | 100048 | PHA 1936 s.234 | Defibrillator | £ 98.40 |
| 05/07/2021 | Internal Audit Fees | 100049 | LGA 1974 s.111 | Audit Fees | £ 175.00 |

**Highways**

1. To note postponement of the B4221 closure between Kilcot and Newent.
2. To consider potential projects for funding through the Highways Local initiative (application deadline is 16 July for the 2021/22 financial year).
3. Oxenhall Lane Ford footbridge
4. Weight Limit on the B4222
5. To discuss any other highways matters

**Grounds Maintenance**

1. To discuss work required on Kilcot Green.

**General**

1. To consider agenda submissions for the GAPTC AGM to be held on 24 July 2021
2. To receive items for the September meeting agenda / Councillor submissions
3. Date and time of next meeting **Monday 6th September 2021 at 7:30pm**

**Upper Room, Christ Church Gorsley**

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.”