

Hartpury Parish Council

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27th April 2021

Members of the public are invited to attend the Annual Meeting of Hartpury Parish Council that has been arranged for Monday 3rd May 2021 at 7.30pm, 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 via zoom for the transaction of business in the following Agenda. Members of the Council are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities, Crime & Disorder, Health & Safety and Human Rights. Items shown in **green** are for decision all other items are for information only.

All meetings of the Council are open to the public, members of the public will be asked to leave for agenda items taken confidentially in Committee under standing orders.



V Roberts, Clerk

AGENDA

1. **Election of Chair**
To elect a Chairman for 2021-2022 and receive the Chairman's declaration of acceptance of office.
2. **Election of Vice-Chair**
To elect a Vice-Chairman for 2021-2022 and receive the Vice-Chairman's declaration of acceptance of office.
3. **Apologies for Absence**
To receive and accept any apologies given
4. **Code of Conduct**
To review and accept the Code of Conduct.
5. **Standing Orders & Financial Regulations**
To review and accept the current Standing Orders and Financial Regulations
6. **Committees, sub-committees**
To confirm existing committees and sub-committees, appoint any new committees and sub-committees, to confirm the terms of reference, the number of members (including, if appropriate, substitute councillors) and accept and agree nominations for new and existing.
7. **External bodies**
To review representation on external bodies and arrangements for reporting back to the Parish Council.
8. **Asset inventory**
To review and accept the inventory of land and assets including buildings and office equipment.
9. **Risk Assessment**
To review and accept the current Risk Management Controls.
10. **Insurance cover**
To note that insurance cover is in place and the next renewal date.
11. **Memberships**
To review the Council's and/or employees' memberships of other bodies
12. **Minutes of previous meeting(s)**
To agree and accept the minutes of the Ordinary Meeting held on Monday 1st March 2021
13. **Public consultation**
 - 13.1 To welcome Tish Rickard to the meeting to present an update regarding the Newent-Gloucester Cycleway, as previously circulated to Councillors.
 - 13.2 To provide members of the public with the opportunity to make statements and ask questions

14. Reports

- 14.1 To receive a report from District Councillor Philip Burford
- 14.2 To receive a report from District Councillor Brian Lewis
- 14.3 County Councillor Brian Robinson to answer questions only, no report will be provided

15. Financial Matters**15.1 Accounts for payments – May 2021**

To approve the payments presented at the meeting

15.2 Financial statements and bank re-conciliation - May 2021

To approve the financial statements and bank re-conciliation as presented at the meeting

15.3 End of Year Figures – 2020/21

To approve Bank Reconciliation as at 31st March 2021

To approve year end accounts as at 31st March 2021

To approve summary of reserves as at 31st March 2021

To agree Receipts & Payments to 31st March 2021

16. Annual Governance and Accountability Return 2020-2021**16.1 Annual Return – Governance Statements 2020-2021**

To approve and sign Section 1 - Annual Governance Statement 2020-2021

16.2 Annual Return – Accounting Statements 2020-2021

To approve and sign Section 2 - Accounting Statements 2020-2021

16.3 Annual Return – Certificate of Exemption 2020-2021

To agree that the Parish Council meet the exemption conditions and agree to certify as exempt and complete and submit the Certificate of Exemption.

16.4 Dates for the Exercise of Public Rights

To confirm dates for the exercise of public rights as Monday 14 June to Friday 23 July 2021

16.5 Review of Investments and Bank Accounts

To review the investments and bank accounts.

17. Bus Shelter Noticeboard

To receive and discuss costs for replacing the noticeboard in the bus shelter and accept an estimate of this is to be carried out.

18. Planning

To make recommendations to the Planning Authority upon the suitability of the following planning applications/appeals

P0436/21/FUL	19 Foley Rise	Alterations and conversion of existing double garage to form annexe accommodation. Erection of an external staircase to access first floor living accommodation.
P0483/21/FUL/ P0484/21/LBC	Tithe Barn, Hartpury,	Change of use of Tithe Barn to an events venue (primarily weddings) being a sui generis use, the erection of a single storey building to be used as toilet facilities and a plant room, the conversion and extension of a Dutch Barn to create a catering facilities and an ancillary cafe together with the provision of an external terrace area, the conversion of a former agricultural building to a dwelling to be occupied by staff, the creation of a new vehicular access onto the C69 and the provision of associated car parking.
P0513/21/FUL	Land At, May View, Gloucester Road	Conversion of existing detached garage outbuilding to a separate one bedroomed dwelling house together with the erection of a single storey rear extension. Change of use of agricultural land to form part of the rear garden.
P0042/21/DISCON	Hartpury Mill, Hartpury	Discharge of conditions 07 (stonework samples) and 09 (large scale eaves, verge and ridge details) relating to planning permission P0148/20/FUL.
P0044/21/DISCON	Land At, The Homestead, Gloucester Road, Hartpury.	Discharge of condition 03 (surface water drainage) relating to P1198/20/FUL.

P0739/21/FUL	Lilac Cottage, Gloucester Road	Erection of a detached dwelling with associated landscaping, parking and works.
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19. Highways

19.1. To discuss the most recent updated Highways report

To discuss the recently circulated Highways list and agree any comments to be made on outstanding and any new matters.

19.2. Footpaths

To discuss any footpath matters and to agree the establishment of a working party.

20. Police Matters

20.1 To discuss the offer of a presentation on fraud and agree if a session is to be held.

20.2 To discuss and agree any questions the Parish Council might wish to send to GAPTC in preparation for their meeting with the Superintendent scheduled to take place on the 27th May 2021

20.3 To receive and discuss and outstanding or new police matters.

21. ERS Licensing and applications

To discuss and agree if the Parish Council wish to comment on the consultation regarding common licensing standards for taxi and private hire services..

22. Other Items for Information Only/Future Agenda Items

Items brought to the Councils attention for information – no decisions will be made at this meeting, if a decision is needed the item will be placed on the agenda for the next meeting.

23. Dates of Meetings - 2021-2022

Monday 3rd May 2021

Monday 5th July 2021

Monday 6th September 2021

Monday 1st November 2021

Monday 3rd January 2022

Monday 7th March 2022