

30th April 2022

Members of the public are invited to attend the Annual Meeting of Hartpury Parish Council that has been arranged for Tuesday 10th 2022 at 7.30pm at Hartpury Village Hall 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 2022-2023 and receive the Chairman's declaration of acceptance of office.
- 2. Election of Vice-Chair**
To elect a Vice-Chairman for 2022-2023 and receive the Vice-Chairman's declaration of acceptance of office.
- 3. Apologies for Absence**
To receive and accept any apologies given.
- 4. Declarations of Interest**
To receive any declarations of interest in any matter to be discussed at the meeting, Members are requested to identify the nature of the interest and indicate whether it is **personal** or **prejudicial**
- 5. Code of Conduct**
To review and accept the Code of Conduct.
- 6. Standing Orders & Financial Regulations**
To review and accept the current Standing Orders and Financial Regulations.
- 7. Committees, sub-committees**
To confirm existing committees and sub-committees. To appoint any new committees, sub-committees or working groups that may be needed. To confirm the terms of reference, the number of members (including, if appropriate, substitute councillors) and accept and agree nominations for new and existing.
- 8. External bodies**
To review representation on external bodies and arrangements for reporting back to the Parish Council.
- 9. Asset inventory**
To review and accept the inventory of land and assets including buildings and office equipment.
- 10. Risk Assessment**
To review and accept the current Risk Management Controls.
- 11. Insurance cover**
To note that insurance cover is in place and the next renewal date.
- 12. Memberships**
To review the Council's and/or employees' memberships of other bodies
- 13. Minutes of previous meeting(s)**
To agree and accept the minutes of the Ordinary Meeting held on Monday 1st March 2022, the Extra-Ordinary Meeting held on the 19th April and the Annual Parish Meeting held on Monday 25th April 2022.

- 14. Public consultation**
14.1 Public Consultation
 To provide members of the public with the opportunity to make statements and ask questions
- 15. Reports**
 15.1 To receive a report from District Councillor Philip Burford
 15.2 To receive a report from District Councillor Brian Lewis
 15.3 To receive a report from County Councillor Brian Robinson.
- 16. Financial Matters**
16.1 Accounts for payments – May 2022
 To approve the payments presented at the meeting
16.2 Financial statements - May 2022
 To approve the financial statements as presented at the meeting and attached to the minutes.
16.3 End of Year Figures – 2021/22
 To agree Receipts & Payments to 31st March 2022
 To approve Bank Reconciliation as at 31st March 2022
 To approve the whole year end accounts as at 31st March 2022
 To approve summary of reserves as at 31st March 2022
16.4 Review of Investments and Bank Accounts
 To review the investments and bank accounts
16.5 Internal Audit 2021/22
 To note that the Internal Audit has taken place and to receive and discuss the internal auditor report and to agreed to undertake the recommendations made.
- 17. Annual Governance and Accountability Return 2021-22**
17.1 Annual Return – Governance Statements 2021-22
 To approve and sign Section 1 - Annual Governance Statement 2021-22
17.2 Annual Return – Accounting Statements 2021-22
 To approve and sign Section 2 - Accounting Statements 2021-22
17.3 Annual Return – Certificate of Exemption 2021-22
 To agree that the Parish Council meet the exemption conditions and agree to certify as exempt and complete and submit the Certificate of Exemption.
17.4 Dates for the Exercise of Public Rights
 To confirm dates for the exercise of public rights as Monday 13th June 2022 to Friday 22nd July 2022.

- 18. Planning**
 To make recommendations to the Planning Authority upon the suitability of the following planning applications/appeals

Planning Ref	Property	Description of Proposed Application
P0321/22/FUL	Glebelands, Gloucester Road	Proposed installation of a wall mounted extract vent to a listed building
P0035/22/DISCON	Hartpury College	Discharge of condition 03(site management plan) relating to planning permission P2072/21/FUL

Solar Farms in the Newent Area

To discuss the recently received and circulated information from Robert Wolfson regarding the proposal to write a letter regarding the Solar Farms to Peter Williams, to agree if a letter is to be sent and agree the contents.

- 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 including arranging the placing of the commemorative footpath discs.

- 20. Police Matters**
 To receive and discuss and outstanding or new police matters.

- 21. 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.

- 22. Date of Next Meeting - Monday 4th July 2022**