

You are invited to attend a meeting of Tidenham Parish Council that has been arranged for **Wednesday 8th December 2021 at 7.00pm in Sedbury and Beachley Village Hall, King Alfred's Road, Sedbury**, for the transaction of business according to the enclosed agenda.

Yours faithfully

CA Hinton

Mrs Carol Hinton

Clerk to the Parish Council

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Note: Members of the public are welcome to attend meetings of the Council and Committees, unless specifically excluded due to the confidential nature of the business. Members of the public can ask questions or make representation during item 4 but the council cannot make a decision on any matter which is not specified on the agenda.

AGENDA

1. ATTENDANCE

- a) **To receive** apologies for absence from those councillors unable to attend.
- b) **To consider for acceptance** those apologies received with reasons for absence.

2. DECLARATIONS OF INTEREST

- a) **To receive Declarations of Interest** in respect of matters contained in this agenda, in accordance with the provisions of the Local Government Act 1972 in respect of officers and in accordance with the provisions of the Localism Act 2011 in respect of members.
Interests may be declared at any time during the meeting should they become apparent.
- b) **To consider any Dispensation Requests** received by the Parish Clerk and not previously considered.

3. MINUTES OF PREVIOUS MEETING

- a) **To consider for approval** as a correct record the minutes of the meeting held on 17th November 2021.
- b) **To consider** any questions arising from those minutes.

4. PUBLIC CONSULTATION ***

To receive and consider any questions from the Public, which may be answered but not debated.

5. POLICING IN THE PARISH

To note Police crime statistics for Tidenham and Sedbury can be accessed following this link.
<https://www.ukcrimestats.com/Neighbourhood/6107> .

6. COMMITTEES

To receive reports, minutes and recommendations from committees.

- i) Planning and Highways Committee meeting held on 24th November 2021.
Questions to Councillor Koning, Chairman of the Committee.
- ii) Finance and Probity Committee meeting held on 1st December 2021.
Questions to Councillor Bollen, Chairman of the Committee.
- iii) Mopla Cottages Committee meeting held on 1st December 2021.
Questions to Councillor Bollen, Chairman of the Committee.

7. CHAIRMAN'S ANNOUNCEMENTS

To receive and note any announcements from the Chairman of the meeting.

8. REPORT FROM COUNTY COUNCILLOR McFARLING

To note report from Chris McFarling who may attend the meeting.

9. PARISH CLERK'S REPORT

To receive and consider the Parish Clerk's Report. All items requiring the council to make a decision are specified separately on this agenda.

10. **FINANCE**
a) **To approve payments** according to the Financial Statement for November 2021.
b) **To receive and approve the Financial Statement** for November 2021.
c) **To receive and note** the Receipts / Payments spreadsheet to November 2021 as presented to the Finance and Probity Committee at the meeting on 1st December 2021.
d) **To receive and note** the Budget Monitoring Spreadsheet 2021/2022 as presented to the Finance and Probity Committee at the meeting on 1st December 2021.
e) **To receive and note** the YETI Project Spreadsheet 2021/2022 as presented to the Finance and Probity Committee meeting on 1st December 2021.
11. **BUDGET / PRECEPT 2022/2023**
a) **To approve** proposed budget - as recommended by the Finance and Probity Committee.
b) **To approve** Precept amount of £107,271 - as recommended by the Finance and Probity Committee.
12. **YOUTH WORKER REPORT**
To note report from Emily Timmins on the progress of the YETI Project.
13. **INTERNAL AUDITOR 2021/2022**
To consider appointment of Internal Auditor from GAPTC Internal Audit Service for the year 2021/2022 at a cost of £265 plus mileage charge of 45p per mile.
14. **PARISH COUNCIL DEBIT CARD**
To consider application for a Parish Council debit card for the Lloyds Bank Account for use by the Clerk for online purchases as recommended by the Finance and Probity Committee at their meeting of 1st December 2021.
15. **MONMOUTHSHIRE BUILDING SOCIETY**
To consider Councillor as third signatory for the Council's Monmouthshire Building Society Account.
16. **CASUAL VACANCY**
a) **To note** confirmation from the District Council that there have been no requests for an election to fill the vacancy created by the resignation of Councillor O'Toole.
b) **To consider** advertising of vacancy for co-option for selection at the January 2022 meeting.
17. **COVID 19 MEETING RULES**
To consider continuation of safe meeting measures - until April 2022 before reviewing in March 2022, according to the prevailing circumstances at that time.
18. **NEWSLETTER**
a) **To note** newsletter due to be delivered week commencing 6th December 2021.
b) **To note** final cost of Royal Mail Door to Door Service was £215.43 plus VAT – total cost £259.16 which is an increase from original agreed total price of £254.20 – this due to the increase in number of properties (now 3051) being delivered to that only came to light once the order was placed.
c) **To note** due to the increase in properties 3100 prints were required resulting in an increase from the original agreed cost of £734 for 3000 to £754 total cost (no VAT).
d) **To note** invoices have been sent for £50 each to the 6 businesses that placed adverts in the newsletter.
19. **SAFEGUARDING CHILDREN AND YOUNG PEOPLE POLICY**
To consider adoption of Safeguarding of Children and Young People Policy.
20. **HM QUEEN – PLATINUM JUBILEE 2022**
To consider allocation of funds from ringfenced reserves 'Funds for Significant Future Projects' (currently £24,136) of up to £15,000. Potential projects – bandstand / shelter Tutshill recreation ground, community garden, signage for Jubilee Stone.
21. **JUBILEE STONE – PARSON'S ALLOTMENT**
a) **To consider** purchase of wood framed 3mm Dibond + Gloss laminate signage, including information plaque and directional signs as per quotation of £640 plus VAT – total cost £768. Forestry Commission have agreed to install.
b) **To consider** wording for information board.

22. COMMUNITY GARDEN – ADJACENT TO ALLOTMENTS SITE

- a) **To consider** commitment to the introduction of a community garden at a site adjacent to the Parish Allotments.
- b) **To consider** applying for a lawful development certificate for the site from the District Council at a cost of £103.

23. WILD FLOWER GRASSLAND – WYEBANK ROAD

To consider introduction of wild flower grassland on Council land in Wyebank Road as part of the Council's commitment to help tackle the Climate Emergency.

24. CHEPSTOW SOCIETY

To note report from Councillor Wall on the Chepstow Society meeting September 2021.

25. POLICE COMMUNITY DEVELOPMENT DAY

To note feedback from Councillor Swambo on a community development day he attended in Coleford hosted by the Gloucester Police and focused on improving the Forest offering for young people.

26. CORRESPONDENCE

To receive and consider any other correspondence as detailed in the Clerk's Report.

27. CLERK'S SALARY

Due to the confidential nature of this item members of the public and press will be excluded from the meeting.

28. COUNCILLORS' REPORTS

To receive and note any matters which councillors wish to raise and where appropriate add to the agenda for the following meeting or meetings of committees.

29. FUTURE MEETINGS

To note the dates of future council and committee meetings:

Wednesday 15th December 2021 – Planning and Highways Committee meeting.

Wednesday 12th January 2022 – Amenities Committee Meeting.

Wednesday 19th January 2022 – Full Council meeting.

***** Allows a period not exceeding fifteen minutes for members of the public to make statements and ask questions of the Council.**

This item does not preclude Suspension of Standing Orders by the Council to allow participation on Items on the Agenda:

- i) **Each person will be required to state their name and address.**
- ii) **Each person will be allowed no more than three minutes plus a brief follow-up to any answers given by the Council.**
- iii) **Questions may be answered but not debated by the Council.**
- iv) **Any issues that the Council considers require consideration should be referred to the next meeting of the Full Council.**

Members of the public wishing to attend the meeting must adhere to the Covid 19 guidance for meetings such as the wearing of a face covering and mask, maintaining social distancing, hand sanitising and providing contact details on arrival. For full details of the Council's rules for attendance following due risk assessment please go to the Meetings page of the website [Meetings 2021 \(tidenhamparishcouncil.co.uk\)](http://tidenhamparishcouncil.co.uk).