

You are invited to attend the Annual Meeting of Tidenham Parish Council that has been arranged for **Wednesday 18th May 2022 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

Wood Cottage, Clanna, Gloucestershire, GL15 6AJ. Telephone: 01594 530779

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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 5 but the council cannot make a decision on any matter which is not specified on the agenda.

AGENDA

1. CHAIRMAN

- a) **To elect** a Chairman for 2022/2023.
- b) **Chairman to sign** the Declaration of Acceptance of Office.

2. VICE CHAIRMAN

- a) **To elect** a Vice Chairman for 2022/2023
- c) **Vice Chairman to sign** the Declaration of Acceptance of Office.

3. 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.

4. DECLARATIONS OF INTEREST

- a) **To confirm that all changes to Councillors' Register of Interest have been notified to the Clerk**
- b) **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.
- c) **To consider any Dispensation Requests** received by the Parish Clerk and not previously considered.

5. PUBLIC CONSULTATION ***

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

6. REMIT OF COMMITTEES

To consider for adoption the Remit of Committees.

7. STANDING COMMITTEES

To Appoint members to standing committees as approved by the adoption of 'Remit of Committees'.

Amenities Committee.

Planning, Development Control and Highways Committee.

Finance and Probity Committee.

Mopla Cottages Committee.

8. PUBLIC AND CHARITABLE BODIES

- a) **To consider** appointments to Public and Charitable Bodies.

Poor's Allotments.

Sedbury and Beachley Village Hall.

Tidenham War Memorial Hall and Recreation Trust.

Severn Area Rescue.

Forest Economic Partnership.

A48 Meeting.

- b) **To note** Lead Councillor roles covering the following areas (but not limited to) Chepstow, The River Severn, Elderly Residents, Neighbourhood Watch, Climate Emergency, Economic Development and Local Schools to be nominated as and when required during each year.

9. **FINANCIAL REGULATIONS**
To consider adoption of Financial Regulations.
10. **INVESTMENT STRATEGY, FINANCIAL RISK ASSESSMENT AND APPOINTMENT OF BANKERS**
a) To consider adoption of Investment Strategy and Financial Risk Assessment.
b) To consider safety of investments/bank accounts as per Investment Strategy and Financial Risk Assessment.
c) To consider confirmation of Bankers and account signatories.
11. **PROVISION OF INFORMATION UNDER FREEDOM of INFORMATION ACT**
To consider adoption of Provision of Information – Model Publication Scheme.
12. **EMAIL POLICY**
To consider adoption of Email Policy.
13. **CCTV POLICY**
To consider adoption of CCTV Policy.
14. **MINUTES OF PREVIOUS MEETING**
a) To consider for approval as a correct record the minutes of the meeting held on 20th April 2022.
b) To consider any questions arising from those minutes.
15. **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>
16. **COMMITTEES**
To receive reports, minutes and recommendations from committees and consider any questions arising from them.
i). Planning, Development Control and Highways Committee meeting held on 27th April 2021
Questions to Councillor Koning, Chairman of the Committee
ii). Extraordinary Meeting of the Parish Council held on 11th May 2022.
Questions to Councillor Koning, Parish Council Chairman.
iii) Amenities Committee meeting held on 11th May 2022.
Questions to Councillor Swambo, Chairman of the Committee.
17. **CHAIRMAN’S ANNOUNCEMENTS**
To receive and note any announcements from the Chairman of the meeting.
18. **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.
19. **FINANCE**
a) To approve payments according to the Financial Statement for April 2022.
b) To receive and approve the Financial Statement for April 2022.
c) To note receipt of first half of annual precept payment of £53,635.50 was received 22 April 2022.
d) To consider earmarking of further funds from 21/22 year end reserves of £9857.10 – remainder YETI Project social prescribing grant funds from Glos CC.
e) To note amended Notes to Accounts 21/22.
20. **INTERNAL AUDITOR’S REPORT 2021/22**
To consider Internal Auditor’s Report 2021/22. No issues identified and no action required.
21. **ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN (AGAR) 2021/22**
a) To consider responses to items 1-9 of section 1 of the Annual Governance and Accountability Review (AGAR) 2021/22.
b) To consider signing of the Governance Statement.
c) To consider the Annual Accounting Statements as shown in the Annual Return and certified and signed by the Clerk, and that the Chairman sign the Statements if approved.
d) To consider the dates for the period for exercising of public rights to be set as from 13th June 2022 to 22nd July 2022.

22. **ANNUAL PARISH MEETING**
To review and consider feedback from the Annual Parish Meeting on 4th May 2022.
23. **STAFFING SUB COMMITTEE**
To note report from Staffing Sub Committee April 2022.
24. **SEDBURY SPACE CHRISTMAS LUNCH REPORT**
To note report to the Parish Council from Sedbury Space on the Christmas Lunch 2021.
25. **BANDSTAND – TUTSHILL RECREATION GROUND**
a) To note pre-planning response from FoDDC Planning Dept.
b) To note bandstand to be installed 19th May 2022.
c) To consider purchase of brass plaque noting donation by the Parish Council and The War Memorial and Recreation Trust to mark the Platinum Jubilee of HM Queen Elizabeth II, cost up to total of £75.
26. **JUBILEE STONE**
a) To note the bench and information board have now been installed at the site which has been cleared by Forestry England. The plaque supplied by Forestry England was too large and they have been asked to remake and fit a replacement.
b) To consider event to mark donation of bench and board.
27. **COMMUNITY GARDEN**
a) To consider if fencing is to be erected around the community garden site and the type of fencing for which quotations should be sought.
b) To note informal public meeting to be held at Sedbury and Beachley Village Hall Saturday 25th June @ 10.30am for all interested in the garden.
c) To consider Parish Council requirements for the establishment of a Management Committee / Charity to responsible for the garden so that a proposed draft constitution can be prepared for the meeting.
28. **LOCAL COUNCIL AWARD SCHEME**
a) To consider applying for the Foundation Award of the Local Council Award Scheme.
b) To consider payment of £50 (no VAT) registration fee to NALC and £80 (no VAT) assessment fee to NALC as required.
29. **CORRESPONDENCE**
To receive and consider any other correspondence as detailed in the Clerk's Report
30. **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.
31. **FUTURE MEETINGS**
To note the dates of future council and committee meetings:
Wednesday 25th May 2022 – Planning and Highways Committee meeting.
Wednesday 1st June 2022 – Finance and Probity Committee meeting.
Wednesday 1st June 2022 – Mopla Cottages Committee meeting.
Wednesday 15th June 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 Council's rules for attendance Please go to [Meetings 2022 \(tidenhamparishcouncil.co.uk\)](https://www.tidenhamparishcouncil.co.uk) for further information.