

You are invited to attend a meeting of Tidenham Parish Council that has been arranged for **Wednesday 13th December 2023 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 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 15th November 2023.
- 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 and consider any questions arising.

i). Planning and Highways Committee meeting held on 22nd November 2023.

Questions to Councillor Wall, Chairman of the Committee.

ii) Finance and Probity Committee meeting held on 29th November 2023.

Questions to Councillor Bollen, Chairman of the Committee.

iii) Mopla Cottages Committee meeting held on 29th November 2023.

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. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS

To note reports from Chris McFarling and the District Councillors 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. YOUTH PROJECT

a) **To note** report from Emily Timmins, Youth Worker, on the first two years of the Project.

b) **To consider** appointment of Councillor Stead to the YETI Working Group.

11. **FINANCE**
a) **To approve payments** according to the Financial Statement for November 2023.
b) **To receive and approve** the Financial Statement for November 2023.
c) **To receive and note** the Receipts / Payments spreadsheet to November 2023 as presented to the Finance and Probity Committee at the meeting on 29th November 2023.
d) **To receive and note** the Budget Monitoring Spreadsheet 2023/2024 as presented to the Finance and Probity Committee at the meeting on 29th November 2023.
e) **To receive and note** the YETI Project Spreadsheet 2022/2023 as presented to the Finance and Probity Committee at the meeting on 29th November 2023.
f) **To receive and note** the YETI Project Spreadsheet 2023/2024 as presented to the Finance and Probity Committee at the meeting on 29th November 2023.
12. **GENERAL POWER OF COMPETENCE**
To consider re-adoption of The General Power of Competence, the Council meeting the criteria required in that it has a CILCA Qualified Clerk and the number of councillors elected at the last ordinary election equalled at least two thirds of its total number of councillors.
13. **BUDGET / PRECEPT 2024/2025**
a) **To approve** proposed budget - as recommended by the Finance and Probity Committee. (Finance Committee Draft Minutes Nov 23 page 5).
b) **To approve** Precept amount of £122,639 - as recommended by the Finance and Probity Committee.
14. **INTERNAL AUDIT 2023/24**
To consider appointment of GAPTC to conduct an Internal Audit within the Terms of Reference, for the year 2023 – 2024 at a cost of £275 plus mileage @ 45p per mile from the appointed internal auditor's home.
15. **LAPTOP MAINTENANCE CONTRACT**
To consider renewal of annual Hardware Maintenance and Support Contract with Tate Computer Technology for the Clerk's, Assistant Clerk's and Youth Workers Council laptops at £450.00 plus VAT, total cost £540. (Note the Youth Worker laptop maintenance costs of £180 inc. VAT included in the above figure will come from the YETI budget – total cost from Council budget = £360.00 inc. VAT)
16. **STANDING ORDERS**
To review and consider re-adoption of Standing Orders.
17. **COMMUNITY ENGAGEMENT POLICY**
To consider adoption of the Community Engagement Policy.
18. **STAFF APPRAISAL POLICY**
To review and consider re-adoption of the Staff Appraisal Policy.
19. **ACTION PLAN 2023/2024**
To consider adoption of updated 2023/2024 Action Plan.
20. **LOCAL COUNCIL AWARD SCHEME**
a) **To consider** Tidenham Parish Council continues to meet all of the requirements for the Local Council Foundation Award Scheme.
b) **To consider** Tidenham Parish Council has all documentation and information in place to meet the criteria required under Governance, Community and Development for the Local Council Quality Award and that a formal application for the Council to be considered for the Award should be made.
21. **SEDBURY AND BEACHLEY VILLAGE HALL**
To consider purchase of No Parking sign in 3mm reflective aluminium composite, for the S&BVH Gates at £44.64 inc. delivery, anti-graffiti coating plus VAT. Total price £53.67 from Safety Signs 4 Less.
22. **ELECTRIC COMMUNITY VEHICLE**
a) **To note** the Citroen E-Space Tourer XL, 100kw Business Edition (9 seat) 5dr Auto has been ordered. Expected delivery date to be confirmed and payment of £250 deposit has been made by debit card.
b) **To consider** logo for the Tidenham Parish Council Community Transport project.

- c) **To consider** initial draft Standard Operating Procedures for the Project as prepared by the working group.
- d) **To consider** subscription to Hall Booking Online, subject to successful use and evaluation of a free 60 day trial period at £10 per month.

23. PARISH CLERK

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

24. CORRESPONDENCE

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

25. COUNCILLORS' REPORTS AND FEEDBACK FROM LEAD COUNCILLOR ROLES

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

26. FUTURE MEETINGS

To note the dates of future council and committee meetings:

Wednesday 20th December 2023 – Planning and Highways Committee meeting.

Wednesday 10th January 2024 – Amenities Committee meeting.

Wednesday 17th January 2024 – Full Parish 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 or one of its Committees.**