

# Tidenham Parish Council

To: Members of the Public & Press

16<sup>th</sup> May 2025

You are invited to attend the Annual Council Meeting of Tidenham Parish Council that has been arranged for **Wednesday 21<sup>st</sup> May 2025 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 – 16 Clanna Country Park, Alvington Gloucestershire, GL15 6AN. Telephone: 07356052752

[www.tidenhamparishcouncil.co.uk](http://www.tidenhamparishcouncil.co.uk)

[clerk@tidenhamparishcouncil.co.uk](mailto:clerk@tidenhamparishcouncil.co.uk)

*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 2025/2026.
- b) Chairman to sign the Declaration of Acceptance of Office.

### 2. VICE CHAIRMAN

- a) To elect a Vice Chairman for 2025/2026.
- b) 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. (All councillors appointed to the Mopla Cottages committee should request a dispensation once appointed, to be considered at the next meeting of the Council.)

### 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

Finance and Probity Committee )

Mopla Cottages Committee )

Sedbury and Beachley Village Hall Committee )

### 8. PARISH COUNCIL WORKING GROUPS

Tidenham Youth Project

Staffing Sub Group

Open Spaces Group

### 9. PUBLIC AND CHARITABLE BODIES

- a) To consider appointments to Public and Charitable Bodies
  - Poor's Allotment
  - Tidenham War Memorial Hall and Recreation Trust

Severn Area Rescue Association (SARA)

Forest Economic Partnership

A48 Meeting

Sedbury Space

- b) **To note** Lead Councillor roles to be nominated as and when required during each year covering the following areas (but not limited to):

Climate Emergency (Forest Climate Forum)

Partnership Chepstow

The River Severn (in combination with SARA)

Elderly Residents

Forest Economic Partnership

Neighbourhood Watch

Local Schools.

10. **PROVISION OF INFORMATION UNDER FREEDOM of INFORMATION ACT**

**To consider** adoption of Provision of Information – Model Publication Scheme.

11. **EMAIL POLICY**

**To consider** adoption of Email Policy.

12. **MINUTES OF PREVIOUS MEETING**

a) **To consider for approval** as a correct record the minutes of the meeting held on 16<sup>th</sup> April 2025.

b) **To consider any questions** arising from those minutes.

13. **MINUTES OF PREVIOUS PLANNING AND HIGHWAYS MEETING**

a) **To consider for approval** as a correct record the minutes of the meeting held on 23<sup>rd</sup> April 2025.

b) **To consider any questions** arising from those minutes.

14. **TO CONSIDER PLANNING APPLICATIONS RECEIVED**

**P0459/25/LD1** – Castleford House Nursing Home, Castleford Gardens, Tutshill, Chepstow.

Application under Section 191 to establish whether lawful commencement of development took place before the expiration of planning permission P2076/21/FUL with the construction of foundations and concrete base for bin store.

15. **POLICING IN THE PARISH**

a) **To note** Police crime statistics for Tidenham and Sedbury can be accessed following this link.

[Tidenham and Sedbury | Police.uk \(www.police.uk\)](https://www.police.uk)

b) **To note** a letter has been sent to the Asst. Chief Constable regarding levels of policing in the Parish following the request at the April meeting.

c) **To note** the Clerk has contacted the Road Safety & Traffic Management Officer for an update on the inquest following the fatal RTA in Beachley a couple of years ago. He had not heard and will make further enquiries.

16. **COMMITTEES**

**To receive reports, minutes and recommendations from committees** already circulated, enclosed herewith or to be circulated and to consider any questions arising from them. **None.**

17. **CHAIRMAN'S ANNOUNCEMENTS**

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

18. **REPORTS FROM COUNTY AND DISTRICT COUNCILLORS**

**To note** reports from Chris McFarling and the District Councillors who may attend the meeting.

19. **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.

20. **FINANCE**

a) **To approve payments** according to the Financial Statement for April 2025.

b) **To receive and approve the Financial Statement** for April 2025.

c) **To note** receipt of first half of the 2025/26 annual precept payment of £64,743.00 was received 25 April 2025.

**21. ZOOM RENEWAL**

**To note** the Zoom Workplace Pro Annual renewal of £155.88 inc. VAT was taken by debit card on 6<sup>th</sup> May 2025 and is noted on the Monthly Financial Statement.

**22. ANNUAL INTERNAL AUDIT REPORT 2024/25**

**To consider** Annual Internal Audit Report for 2024/25 and note no issues identified or actions required. Some recommendations made to further improve transparency.

**23. ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN (AGAR) 2024/25**

- a) **To consider** responses to items 1-9 of section 1 of the Annual Governance and Accountability Review (AGAR) 2024/25.
- 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 Tuesday 3<sup>rd</sup> June to Monday 14<sup>th</sup> July 2025.

**24. PLAY AREA REPAIRS**

**To note** following the postponement of the Amenities Committee meeting on Wednesday 14<sup>th</sup> May, there were two items that were to have been considered regarding two urgent repairs to play ground equipment. After consultation with the Chairman, I have authorised expenditure as follows so that the items can be made safe. Repair of the stainless-steel slide which has become detached from the ground mounting point on the Multi-play Junior Fort at Tidenham War Memorial Hall and Recreation Ground. Greenfields Garden Services - £464 + Vat = £556.80. Repair of rotten boards and panels of the Junior Multi-Play equipment at the Woodcroft Lane playground. Shane Weldon - £250 (no VAT).

**25. GAPTC CONFERENCE AND AGM**

- a) **To consider** motion to be submitted to the GAPTC AGM.
- b) **To consider** councillors attendance at the Conference and AGM on Saturday 12<sup>th</sup> July at Toddington Village Hall.

**26. GAPTC DRAFT DEVOLUTION SURVEY**

**To consider** draft survey as prepared by Cllrs Allan, Koning and Russell for submission to GAPTC.

**27. FoDDC PARISH SETTLEMENTS SURVEY**

**To consider** draft Parish Settlements survey for submission to FoDDC.

**28. CORRESPONDENCE**

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

**29. 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.

**30. FUTURE MEETINGS**

**To note** the dates of future council and committee meetings:

Wednesday 28<sup>th</sup> May 2025 – **ANNUAL PARISH MEETING**

Wednesday 4<sup>th</sup> June 2025 – Finance and Probity Committee meeting.

Wednesday 4<sup>th</sup> June 2025 – Mopla Cottages Committee meeting.

Wednesday 4<sup>th</sup> June 2025 – Sedbury and Beachley Village Hall Committee meeting.

Wednesday 18<sup>th</sup> June 2025 – 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 or one of its Committees.**