

Woodchester



Parish Council

Woodchester Parish Council

Clerk: Mandy Rossiter

Telephone: 07920 103 953

mail: clerk@woodchesterparish.org.uk

website: www.woodchesterparish.org.uk

Annual General Meeting of Woodchester Parish Council

9th May 2023 at 7:30pm

Woodchester Village Hall

Please note, this meeting will follow the Annual Parish Meeting which will begin at 7pm and therefore may be delayed in starting.

Notice to members of the Council

You are hereby summoned to attend the Meeting of Woodchester Parish Council to be held on the above date for the purpose of transacting business as per the agenda below.

Members are reminded that the council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status and any disability), Crime & Disorder, Health & Safety, & Human Rights.

Notice to members of the Public

Members of the public are invited to attend and to ask questions and raise issues with the councillors during the public forum session within the agenda.

Mandy Rossiter (Clerk to the Council)

27th April 2024

AGENDA

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| May24/01 | Election of the Chairman |
| May24/02 | Election of the Vice-Chairman |
| May24/03 | To receive acceptance of office from councillors |
| May24/04 | To receive and accept any apologies for absence |
| May24/05 | To invite and receive any declarations of interest |
| May24/06 | To offer an open forum to members of the public for discussions and questions
<i>(This session is for information only and no decisions can be made on matters raised in this meeting unless the issue is already on the agenda. The session is restricted to a maximum of 30 minutes)</i> |
| May24/07 | To approve and sign the minutes of the Parish Council Meeting of 7 th March 2023 |
| May24/08 | To review and agree councillor responsibilities for 2024-25 |
| May 24/09 | To review and agree Council Policy Review Timeline (appendix 1) |

- May24/10 To review and agree policies/documents:
a) Standing Orders (appendix 2)
b) Community Grants Policy and application form (appendix 3)
- May 24/11 To receive a report from volunteer, Nigel Brook-Smith on how the Village defibrillators work and are maintained and agree actions for any training
- May24/12 To receive and approve any community grant applications
- May24/13 To note that there were no planning applications/enforcements, decisions or appeals for the council to consider
- May24/14 To note decisions made by Stroud District Council on planning applications/enforcements and appeals since March Meeting (Appendix 4)
- May24/15 To receive County and District Councillor reports
- May24/16 To receive the Clerk's report on actions and correspondence following previous Parish Council Meetings and agree any further actions (appendix 5)
- May24/17 To receive update reports on current Councillor Projects and agree next steps:
a) Village Maintenance Contract (appendix 6)
b) Website
c) Events
d) Accessibility of Footpaths
e) Road Safety
- May24/18 To receive Safety reports and agree any actions:
a) Play Area
b) Mountain Bike Track
- May24/19 To agree to delegate authority to clerk to approve and book councillor training requests during 2024/2025
- May24/20 To discuss the cleaning of the street gutters in South Woodchester and agree any actions and expenditure
- May24/21 To note upcoming expiration of current three year insurance contract and agree next steps
- May24/22 To review and approve end of year accounts (appendix 7)
a) Bank Reconciliation
b) AGAR Section 1
c) AGAR Section 2
d) List of Reserves
e) Explanation of Variances
f) To receive internal audit and agree action plan (appendix 8)
- May24/23 To approve expenditure and sign cheques as per payment schedule (appendix 9)
- May24/24 To receive verbal reports from councillors
- May24/25 To confirm date and time of next Parish Council Meeting