

SEVENHAMPTON PARISH COUNCIL

To all members of the Council

You are hereby summoned to attend the **Annual Parish Council Meeting** to be held at Rhodes Memorial Hall on **Wednesday September 21st 2016 at 7.30pm** for the purpose of transacting the following business.

MEMBERS OF THE PUBLIC AND PRESS ARE WELCOME TO ATTEND and there will be a **Question and Answer** session, if required, for Members of the Public wishing to raise questions.

Diana Cook

Clerk to Sevenhampton Parish Council

(14th Sept. 2016)

A G E N D A

1. To accept apologies for absence
2. Questions & Answers (if required)
3. Declarations of interest in any item on the agenda
4. To approve the minutes from the last Council meeting and consider matters arising:
 - a. Identify distribution of surplus commemorative medals
 - b. Churchyard costs (materials & labour) and methods of payment
 - c. Elsdown Clump entry on Land Register
5. To accept Councillor's resignation and identify recruitment method for replacement
6. Website update
 - a. To discuss and approve website provider
 - b. To discuss and approve launch details
7. To discuss grass cutting within the Parish, including annual contract details
8. To discuss the accessibility of Notice Boards
9. To discuss consultation response on Council Tax Support Scheme
10. Clerk's report including:
 - a. Forthcoming SLCC meeting in Cheltenham
 - b. Dept. of transport future consultation
 - c. Recent correspondence re footpaths and grass cutting
 - d. Introduction of police report
11. Financial Matters
 - a. Financial update for Periods 2 and 3 (to date)
 - b. To approve Councillors' mileage expenses claim (£50)
 - c. To approve the undertaking of mid-term internal audit
 - d. To determine amount of contribution towards Cotswold Wardens
 - e. To discuss an approval for a funding request of £97 from Citizen's Advice
 - f. To approve annual renewal of Parish Mapping Online (£28 +VAT)
 - g. To approve Clerk's expenses (£172.46) & salary (£547.20) claim for Jul – Sep
12. Planning Matters
No recent planning applications received
13. To confirm date of next meeting as 16th November 2016

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, pregnancy & maternity, religion or belief, sex & sexual orientation, marital status and any disability), Crime & Disorder, Health & Safety and Human Rights.