

SEVENHAMPTON PARISH COUNCIL

To all members of the Council

You are hereby summoned to attend the **Annual Parish Meeting** to be held at Rhodes Memorial Hall on **Monday 18th March 2019 at 7.15pm**

Cllr. Lynne Jackson (Chairman)

Members of the Council are also summoned to attend a **Parish Council Meeting** which will immediately follow the above for the purpose of transacting the following business.

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

Diana Cook (Clerk)

A G E N D A ANNUAL PARISH MEETING 2019

- a. Minutes of previous meeting held on 21st March 2018
- b. Matters arising
- c. Chairman's annual report
- d. Gloucester County Councillor's Report
- e. Questions & Answers (if required)

A G E N D A PARISH COUNCIL MEETING

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
5. To discuss the safeguarding of village amenities using the Localism Act
6. To examine submissions for Grass Cutting Tender and identify contractor
7. To alert Council to the Great British Spring Clean and identify any associated action
8. To advise on Council elections and provide *Nomination Papers*
9. To discuss & approve provision of free training of specific first aid & defibrillator use
10. To discuss the repair of the broken sign in Gassons Lane, near bus stop
11. To identify, consider and approve any projects for the forthcoming year
12. To discuss the future continuation of website updates & webmaster operation
13. Clerk's report including:
 - a. Latest Police report
 - b. Microsoft installation
 - c. Latest info about forthcoming audit
 - d. Declaration of costs over £100
 - e. Rural Funding
14. Financial Matters
 - a. To advise that the GAPTC membership fee for 2019 is £90.97
 - b. To approve renewal of ICO data protection (£35/£40)
 - c. To approve Clerk's quarterly salary (£735.60) and expenses (£119.96)
 - d. To discuss use of PATA tax services for new Clerk
 - e. Presentation of Financial Period 6 (Feb/Mar 2019)
 - f. To identify and approve the Council's budget for the forthcoming year
15. Planning Matters
 - a. To report decision re *Hillview*, Brockhampton
 - b. To discuss any other current planning applications
16. To confirm dates of next meetings

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.