

3rd August 2021

NOTICE OF PARISH COUNCIL MEETING

The Members of Hunts Grove Parish Council are hereby summoned to attend the following meeting:

Meeting: Hunts Grove Parish Council
Date and time: 9th August 2021 at 6:15pm
Venue: Boardroom, Holiday Inn Express, Waterwells Business Park

Mrs. Julie Shirley
Interim Parish Clerk

PUBLIC PARTICIPATION

The Parish Councillors very much welcome members of the public to attend Council meetings. Please note that due to the continuing Covid guidance and restrictions on venue size, you will need to let us know in advance if you are planning to attend this meeting.

Please do so by emailing clerk@huntsgrove-pc.gov.uk at least 2 working days prior to the meeting.

Please take a minute to read the agenda and raise any questions or comments you may have under agenda item 4 – public participation. We will do our best to respond straight away and if we're unable to we will provide a written response as soon as possible. We are grateful for your attendance and input.

AGENDA

1. APOLOGIES FOR ABSENCE

Schedule 12 of the Local Government Act 1972 requires a record be kept of the members present and that this record form part of the minutes of the meeting. Members who cannot attend a meeting should tender apologies to the Parish Clerk, as it is usual for the grounds upon which apologies are tendered also to be recorded. Under Section 85(1) of the Local Government Act 1972, members present must decide whether the reason(s) for a member's absence are acceptable.

2. DECLARATIONS OF INTEREST

Under the Localism Act 2011 (sections 26-37 and Schedule 4) and in accordance with the Council's Code of Conduct, members are required to declare any interests which are not currently entered in the member's register of interests or if he/she has not notified the Monitoring Officer of it. Requests for Dispensations should be made in writing to the Parish Clerk in advance of the meeting.

3. MINUTES

To accept as a true record the minutes of the meeting held on 12th July 2021.

4. PUBLIC PARTICIPATION

To consider requests from members of the public to make representations, answer questions or give evidence in respect of Council business under Standing Orders 3e to 3k.

5. DISTRICT AND COUNTY COUNCIL COUNCILLOR REPORTS

To receive a report from District Councillor and County Councillor.

6. DEVELOPMENT SITE UPDATES

- a. To receive an update from Crest Nicholson; confirm dates for next business meeting and site managers meeting
- b. To note that Crest Nicholson have confirmed ownership of the Daniels Brook land
- c. To receive an update from PREIM

7. POLICY WORKING GROUP

- a. To receive notes of the meeting held on 2nd August 2021.
- b. To adopt Financial Regulations as adapted from the NALC model template.
- c. To adopt the Code of Conduct as circulated
- d. To adopt the Complaints Policy as circulated
- e. To adopt the Grants Policy as circulated.

8. FINANCE REPORT

- a. To receive the financial report for the last period and approve the schedule of payments.
- b. To receive a report on payroll services and appoint a provider.
- c. To receive an update on opening an account at Unity Trust Bank.
- d. To note that a Royal Mail PO Box has been set-up – PO Box 2287, Gloucester, GL3 9HA is the official address of the parish council, renewable annually until no longer required.

9. ANNUAL AUDIT

- a. To approve the Annual Governance Statement (section 1) for 2020/21
- b. To approve the Annual Accounting Statements (section 2) for 2020/21
- c. To certify that during the financial year 2020/21, the higher of the council's gross income for the year or gross annual expenditure for the year did not exceed £25,000 and therefore exempt from the limited assurance review (external audit).

10. PLANNING

- a. To consider the following application:

S.21/1792/HHOLD 19 Oak Drive, Removal of existing single garage and replacement with a two vehicle garage.
- b. To consider Symmetry Park pre-application engagement.

11. HIGHWAYS UPDATE

- a. Response and actions from letter to Crest re construction traffic
- b. Harrier Way Junction update

- c. A38 junction works & construction traffic routing
- d. To discuss the request for hedgehog warning signs throughout the development.

12. STREET NAMING

To formally adopt a decision taken previously by HGRA. "To write to Neil Marriott, Principle Address Management Officer at SDC requesting that Humphrey Cook is recognised in the next batch of street names adopted by the council for Hunts Grove, i.e. "Humphrey Cook Way" or similar." Prior to Hunts Grove Parish Council, half of the area was under Haresfield Parish Council. Humphrey was a respected architect and Chair of the parish council and was intensively involved in the planning of Hunts Grove right up until his death in 2018.

13. PARKS & OPEN SPACES UPDATE

To receive an update from Cllr Turner-Wilkes.

14. ENERGY FROM WASTE

- a. Environmental Monitoring Systems update and to consider financially contributing to extend the monitoring.
- b. To discuss arrangements for touring the facility and holding the October parish council meeting at the facility.
- c. To receive an update on CLG grant applications

15. HUNTS GROVE WOMBLES

- a. To receive an update from Cllr Meecham
- b. To consider the purchase of litter pickers for use by the HG Wombles

16. PARISH COUNCILLOR REPORTS

To receive a verbal report from Parish Councillors, for information only.

17. TRAINING

- a. To note the Finance for Councillors training course booked for 14th September 10am-midday online for Cllrs Turner-Wilkes and Meecham
- b. To agree attendance on the following training courses with GAPTC:
 - i. Being a Better Councillor Part 1 – 3rd November 10am-midday online
 - ii. Being a Better Councillor Part 2 – 21st September or 17th November 10am-midday online

18. WEBSITE

To receive an update from the Chair following the meeting with the website provider on 19th July.

SEPARATE BUSINESS

Pursuant to 1(2) of the Public Bodies (Admission of Meetings) Act 1960 it is resolved that, because of the confidential nature of the business to be transacted, the public and press leave the meeting.

19. CLERK RECRUITMENT

To receive an update on the clerk recruitment.