

Hawkesbury Parish Council



Notice is hereby given that the Annual General Meeting of
Hawkesbury Parish Council
will take place on Monday 14th May 2018 at 7:30pm
in the Methodist Hall. Back Street, Hawkesbury Upton

To optimise the meeting time Councillor's are requested to read the Agenda and Minutes IN ADVANCE and to contact the Parish Clerk with any requests for clarification or further information.

Members of the Public and Press are welcome to attend

Present

- 1 **To Elect a Chair for the ensuing year and sign the declaration of acceptance**
- 2 **To take apologies for absence**
- 3 **To Elect a Vice Chair for the ensuing year and to sign the declaration of acceptance**
- 4 **To record declaration of interest from members in any item to be discussed**
- 5 **To adjourn to allow Public Participation**
- 6 **Councillors to be appointed for the following Membership of outside Bodies and subcommittees**
 - ALCA-to attend ALCA meetings and report back to the Parish Council
 - Hall Committee-to attend the Hall monthly meetings and report back to the Parish Council
 - Cemetery subcommittee-4 members of the Parish Council
 - Clerks appraisal
 - Responsibility of checking
 1. Monthly finance figures at the meeting
 2. Allotment Contract-annually
 3. Footpaths

Parish Clerk - Mrs Hazel Jones 2, Fox Close, Hawkesbury Upton, Badminton, South Gloucestershire, GL9 1EQ
Tel- 01454 238074

e-mail-hazeljones@hawkesbury-pc.gov.uk

4. Risk Assessment to be completed and reported to the Parish Council
5. Standing Orders/Financial Regulations-review these documents with the Clerk
6. Decision to be made on the Bank Signatories

7 **Councillors to approve the following minutes**

- 9th and 23rd April 2018

8 **Parish Clerk to update the Parish Council on previous actions**

9 **Councillor's items-information only**

10 **District Councillors report information only – Cllr Hope**

11 **11.1 Planning applications received from South Gloucestershire Council-To be considered by Councillors**

PK18/2027/TCA	Hawkesbury Farms Hawkesbury Upton	Works to fell 6no Ash, 2no Sycamore and 2no Beech trees as detailed in the submitted survey schedule. All situated in the Hawkesbury Upton Conservation Area.
----------------------	--------------------------------------	---

11.2 To Note Planning Decisions – information only

PK17/5378/RVC	The Barn High Street Hawkesbury Upton	Variation of condition 17 attached to planning permission PK15/1316/F to substitute approved drawing with 51544/01/101 REV H.	Approve with conditions
PK18/1235/CLP	9 Hunters Mead Hawkesbury Upton	Erection of a single storey rear extension	Approve with conditions
PK17/5406/F	Land Adjacent Lovetts Wood Farm Hawkesbury Badminton	Erection of 2no. agricultural buildings to form new dairy unit with associated works.	Approve with conditions

12 **Finance**

12.1 Bank Reconciliation as of 30th April 2018 to be checked and approved by a Councillor

12.2 Payments to be agreed and Cheques signed in accordance with the bank mandate

A	Rospa Annual inspection skate park	£ 79.80
B	Parish Clerks Wages-April	£679.00
C	Parish Clerks Expenses – April	£ 41.60
D	Rospa – play area annual inspection	£ 79.80
E	Simon Harris – Cemetery Grass cutting 9 th & 23 rd April 2018	£170.00
F	Parish Clerks Wages-May	£679.00

CIL Monies received £2864.55 –

- 13 **Hawkesbury Cricket Club, John Hawkins Cricket Ground, Hawkesbury Upton, GL9 1AU premises application under Licensing Act 2003 consultation closing date 5th June 2018**
- 14 **Approval of the Annual Audit by Council**
 - **Section 2 Accountant Statements 2017/18-to be signed by Financial Officer and Chair**
 - **Certificate of Exemption – Councillors to discuss and approve the decision to certify Hawkesbury Parish Council as “exempt”**
- 15 **Insurance renewal June 2017.**
- 16 **Cemetery update – Cllr Harding**
- 17 **Councillors to discuss and understand the following;**
 - Responses to SGC planning department-website and emails
 - Planning responses on headed note paper
 - Additional work outside a meeting-above and beyond duties
 - Pecuniary – non pecuniary interest of councillors-rules
 - The good councillors guide
- 18 **Community Engagement Forum Monday 4th June 2018 7pm at Wickwar Community Rooms, reminder.** Key speaker-Chief Inspector Mark Evans (South Glos Community Policing)
- 19 **Review the Risk assessment-all Councillors**
 - **To be discussed – tree damaging bus shelter**
- 20 **Royal British Legion special tea party Saturday 6th October 2018-requesting the Parish Councils support**
- 21 **Defibrillator awareness session Friday 8th June 2018 Village Hall**
- 22 **GDPR update**
 - **Data protection officer for Parishes**
 - **Training**

- 23 **A request from Loan Star - Councillors to discuss what their preference would be between the 27 or 21-unit scheme for the land off Park Street.**
- 24 **SGC consultation on snow and gritting of roads closing date 30th June**
- 25 **Date of the next Parish Council meeting will be held on Monday 4th June 2018 in the upstairs Meeting Room, Village Hall, High Street, Hawkesbury Upton at 7.30pm**

Signed

Mrs Hazel Jones Hawkesbury Parish Clerk

Date 8th May 2018