



# Hawkesbury

PARISH COUNCIL

**Minutes of Hawkesbury Parish Council's Meeting  
Held on Monday 12<sup>th</sup> August 2024 at 7.30pm**

**Present:**

Cllr Hope (Chair), Cllr White, Cllr Chubb, Cllr Chamberlain, Cllr Neame, Cllr Griffin and H Jones (Parish Clerk)

**Apologies**

Cllr McLaughlin, Cllr Carter and Cllr Turner

**Public Participation**

None

Action

**Cllr Hope Welcomed everyone to the meeting.**

**1 To take apologies for absence**

Cllr McLaughlin, Cllr Carter and Cllr Turner

**2 To record declaration of interest from members in any item to be discussed.**

None

**3 Public Participation**

None

**4 4.1 Planning application received from South Gloucestershire Council – to be considered by Councillors**

<b>P24/01806/LB</b>	2 The Tithe Barn High Street Hawkesbury Upton	Removal of ground floor stud wall and alteration to first floor stud wall to allow internal alterations	<b>Support</b>
<b>The following revised plans received from SGC but not advertised on the agenda</b>			
<b>P24/01066/HH</b>	Longfield House Hawkesbury Grange France Lane Hawkesbury Upton	Erection of single storey front extension to existing garage and partial conversion to form home office.	<b>Support</b>

		Raising of roof on existing garage and rear extension. installation of flue	
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**5 Finance**

Payments to be agreed and cheques signed in accordance with the bank mandate.  
Resolved - Payment proposed by Cllr Neame and Second by Cllr Chamberlain all in favour

<b>A</b>	<b>A Barrett – Grass Cutting Cemetery and Recreational Field/The Plain and Pound</b>	<b>£750.00</b>
<b>B</b>	<b>A Sauro – Replacement Defib pads and cabinet labels (inc £32.93 vat)</b>	<b>£203.52</b>
<b>C</b>	<b>Water2business – Allotments</b>	<b>£34.16</b>
<b>D</b>	<b>Water2business – cemetery</b>	<b>£39.41</b>
<b>E</b>	<b>SLCC Membership Renewal</b>	<b>£183.00</b>
<b>F</b>	<b>HMRC Apr May Jun Jul-figure differs from the agenda advertised £142</b>	<b>£177.48</b>
<b>The Following payments were not advertised on the agenda but were approved for payment</b>		
<b>G</b>	<b>Parish Clerk – Expenses July (inc 39.80 vat)</b>	<b>£266.75</b>
<b>H</b>	<b>Parish Clerk Wages – July Pension</b>	<b>£927.91 £70.19</b>

**6 Update on Audit – Parish Clerk**

It has been brought to the Clerks attention that the information provided on the AGAR form is incorrect and that HPC should not be itemising cheques that have not been cashed.

Revised figures on this year's AGAR for 2022/23 and 2023/24 was required and all the necessary variation explanations. This was completed by 1<sup>st</sup> August 2024

The Clerk is waiting to receive the outcome of the external audit report which is due shortly and will update the PC with their comments.

**7 Date of the next Parish Council meeting will be held on Monday 2<sup>nd</sup> September 2024 in the upstairs meeting room of the Village Hall, High Street, Hawkesbury Upton at 7.30pm and not as stated on the agenda-this was noted**

Minutes approved by

**2<sup>nd</sup> September 2024**