



Thursday 29th February 2024

Members of Hamfallow Parish Council are hereby summoned to attend for the purpose of transacting the business as set out below
On Thursday 7th March 2024 at 7 pm Guide Hut, Sanigar Lane

Clerk to Hamfallow Parish Council

AGENDA

All residents of the Hamfallow Parish are welcome to attend and a period of 20 minutes is set aside for members of the public to raise questions.

1. Opening of Meeting
2. Apologies
3. Declarations of Interest - Councillors will have the opportunity to declare any interest relating to items on the agenda.
4. Approval of Minutes of previous meeting – sent via email.
5. Co-option of New Member

There is vacancy on Hamfallow Parish Council. One candidate has come forward Mr Tim Knight from Wanswell
The council to consider the co-option of Mr Tim Knight onto Hamfallow Parish Council
6. Planning:
 - a. Planning Decisions – sent via email.
7. County and District Councillors share information.
8. Clerk Report – sent via email
9. Expenditure/Budget Review/Bank Reconciliation/Budget Annual Breakdown & Monthly Breakdown – sent via email.
10. Asset Refreshment Programme – review for information – sent via email
11. Internal Controls 1st January 2024 – 29th February 2024_- To appoint a member to carry out the internal audit for the 1st January 2024 – 29th February 2024
12. To receive the quarterly Budget vs, spend report for the 2023 - 2024 accounts.
13. Frog Signage
14. To agree and adopt the Biodiversity Policy
15. Risk Assessment of Council Assets – Findings have been actioned appropriately and others noted
16. To note Highways/Public Rights of Way/Bridleways Reports
17. Confidential Item – Exclusion of public and press
Member of the public and press will be requested to leave the meeting by reason of the confidential nature of the business to be transacted.
18. Sharing Information – Councillors will take this opportunity to share information.
19. Next meeting of Hamfallow Parish Council is Thursday 9th May 2024 at 7.00pm Guide Hut, Sanigar Lane.

Minutes of
Hamfallow Parish Council Meeting
Thursday 7th March 2024
Guide Hut, Sanigar Lane
At 7.00 pm

Present: Cllrs: Heather Priestley (Chair)
Phil King
Jerry Fowler
Liz Lane
Ben Keene
John McStea
Tim Knight
County Cllr Tipper
District Cllrs Jones

Caroline Child (Clerk)

All residents of the Hamfallow Parish are welcome to attend and a period of 20 minutes is set aside for members of the public to raise questions.

1. Opening of Meeting:

Cllr Priestley (Chair) welcomed everyone to the meeting.

2. Apologies: Cllrs Wright, Chandler and District Cllrs Green and Craig gave their apologies

3. Declarations of Interest:

There were no declarations of interest.

4. Minutes of previous meeting:

Minutes of the previous meeting held on the 18th January 2024 were read and verified by Cllr Priestley (Chair).

5. Co-option of New Member

The council agreed to the co-option of Mr Tim Knight onto Hamfallow Parish Council. The chair Cllr Priestley welcomed Cllr Tim Knight to the council.

6. Planning:

- a) Planning Decisions - noted.
- b) Any declarations of Interest - none
- c) New Applications – none.

7. County and District share information:

County Cllr Tipper, District Cllr Jones exchanged information with councillors.

8. Clerks Report: - noted.

The clerk reported since the last meeting in January the Build Back Better application had been successful in obtaining a grant towards a Defibrillator in Halmore of £3000.00

9. Finance/Budget Review: - noted.

10. Asset Refreshment Programme: - noted.

11. **Internal Controls 1st January 2024 – 29th February 2024** - To appoint a member to carry out the internal audit for the 1st January 2024 – 29th February 2024

Cllr McStea was appointed to carry out the internal audit for 1st January 2024 – 29th February 2024

12. To receive the quarterly Budget vs, spend report for the 2023 - 2024 accounts. – noted

13. **Frog Signage:**

Cllr King reported to council that Hamfallow PC has been registered for a frog crossing with Frog-life. The Clerk has spoken to Gary Wilson at Highways regarding placing signage at the approaches to Pool Farm Pond to make drivers aware to slow down whilst frogs are crossing to the pond.

14. **Biodiversity Policy:**

The council agreed to adopt the Biodiversity Policy and review in 2025

15. **Risk Assessment of Council Assets:**

Findings have been actioned appropriately and others noted

16. **To note Highways/Public Rights of Way/Bridleways:** - noted

17. **Confidential Item** – Exclusion of public and press

Member of the public and press will be requested to leave the meeting by reason of the confidential nature of the business to be transacted. Discussions took place regarding the Berkeley Burial Committee

18. **Sharing Information:**

BBC – Cllrs Keene and McStea attended and shared information to councillors.
BPT – Cllr Priestley was unable to attend due to illness.
SCG – Cllr Chandler attended and shared information to councillors.

Next meeting of Hamfallow Parish Council is Thursday 9th May 2024 at 7.00pm at Guide Hut, Sanigar Lane

The chair Cllr Heather Priestley formally closed the meeting at 20.32 pm.

Signed..... Dated.....