



Thursday 26th October 2023

Members of Hamfallow Parish Council are hereby summoned to attend for the purpose of transacting the business as set out below
On Thursday 2nd November 2023 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. Planning:
 - a. Planning Decisions – sent via email.
6. County and District Councillors share information.
7. Expenditure/Budget Review/Bank Reconciliation – sent via email.
8. SSE Contract – To retrospectively agree SSE Contract
9. Verge Cutting – see attached email
10. Appointment of Internal Auditor for 2023 - 2024
The council to agree to appoint an GAPTC Internal Auditor and agree the Internal Auditor is competent and independent of the Council.
11. Budget Proposal – to be distributed at the meeting.
12. Berkeley Burial Committee Parish Contribution 2024 – 2025 – to agree to the parish contribution for 2024- 2025
13. Review Hamfallow Parish Council Risk Assessment Document – sent via email
14. The Local Government Boundary Commission for England – email sent directly to councillors prior to meeting.
To note a consultation on the draft recommendations for division boundaries in Gloucestershire has begun which Hamfallow Parish Council has been included. They have published a draft recommendation for new divisions, division boundaries, and division names for Gloucestershire. Comments are invited on those recommendations. The consultation closes on 11th December 2023. www.lgbce.org.uk/allreviews/gloucestershire
15. To receive the quarterly Budget vs. spend report for the 2023 - 2024 accounts.
16. To note that a check of the quarterly accounts and internal controls has been undertaken.
17. To note Highways/Public Rights of Way/Bridleways Reports
18. Clerk Report – sent via email.
19. Update of council of Asset Maintenance projects (Bus Shelter, Parish Benches and Telephone Boxes)
20. Sharing Information – Councillors will take this opportunity to share information.
21. Next meeting of Hamfallow Parish Council is Thursday 18th January 2024 at 7.00pm Guide Hut, Sanigar Lane.

Minutes of
Hamfallow Parish Council Meeting
Thursday 2nd November 2023 at
Guide Hut, Sanigar Lane
At 7.00 pm

Present: Cllrs: Heather Priestley
Phil King
Jerry Fowler
Liz Lane
Ben Keene
Bill Payne
County Cllr Tipper
District Cllrs Jones, Green and Craig

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, Mcstea and Chandler 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 7th September 2023 were read and verified by Cllr Priestley (Chair).

5. Planning:

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

6. County and District share information:

County Cllr Tipper, District Cllrs Jones, Craig and Green exchanged information with councillors. A letter being circulated from Cam Parish Council to parish councils was discussed. It was agreed to forward Hamfallow Parish Councils statement regarding the Local Plan Review to Cam Parish Council

7. Finance/Budget Review: - noted.

8. SSE Contract: – It was agreed retrospectively to agree to SSE Contract for 2023 – 2024.

9. Verge Cutting: – It was agreed to continue and not change the agreement with the Parish Verge Cutter Mr D Davies for 2024 -2025.

10. Appointment of Internal Auditor for 2023 -2024: - Hamfallow Parish Council agreed to appoint an GAPTC Internal Auditor and agree the Internal Auditor is competent and independent of the Council.

11. Budget Proposal 2024 -2025:

Cllr King put forward the recommendations on behalf of the Finance Committee for the Budget Proposal for 2024 – 2025.

The council agreed the recommendations from the Finance Committee for the Budget Proposal 2024/25. The Council agreed to adopt the proposed budget for the year ended 31st March 2025. The Council agreed a precept of £31,400.00 (thirty-one thousand, four hundred pounds) for the year 1st April 2024 to 31st March 2025.

12. **Berkeley Burial Committee:** It was agreed to accept the Hamfallow Parish Council Contribution to Berkeley Burial Committee
13. **Review Hamfallow Parish Council Risk Assessment Document:** - noted
14. **The Local Government Boundary Commission for England:** – To note a consultation on the draft recommendations for division boundaries in Gloucestershire has begun which Hamfallow Parish Council has been included. They have published a draft recommendation for new divisions, division boundaries, and division names for Gloucestershire. Comments are invited on those recommendations. The consultation closes on 11th December 2023. www.lgbce.org.uk/allreviews/gloucestershire. After much discussion with county and district councillors, councillors decided to discuss this further before making a response to consultation to The Local Government Boundary Commission for England
15. Councillors reviewed the budget vs spend report for 2023-2024 and agreed it is running in line with the budget agreed.
16. To note that a check of the quarterly accounts and internal controls has been undertaken- noted.
17. **To note Highways/Public Rights of Way/Bridleways:** - noted
18. **Clerks Report:** – noted.
19. Clerk updated councillors regarding Asset Maintenance projects (Bus Shelter, Parish Benches and Telephone Boxes)
20. **Sharing Information:**
 BBC – Cllrs Keene attended and shared information to councillors.
 BPT – Cllr Priestley to attend the next meeting.
 Severn Voice – Cllr King to attend the November meeting.

21. **Items for next meeting/Any other Business**

Next meeting of Hamfallow Parish Council is Thursday 18th January 2023 at 7.00pm at Guide Hut, Sanigar Lane

The chair Cllr Heather Priestley formally closed the meeting at 20.47 pm.

Signed:..... Dated.....