



Thursday 31st August 2023

*Members of Hamfallow Parish Council
are hereby summoned to attend for the purpose of transacting the business as set out below.
On Thursday 7th September 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.
 - b. Any declarations of Interest
 - c. New Applications
6. County and District Councillors share information.
7. Correspondence
8. Expenditure/Budget Review/Bank Reconciliation – sent via email.
9. To receive the first quarterly Budget vs, spend report for the 2023-2024 accounts.
10. To note that a check of the quarterly accounts and internal controls has been undertaken.
11. Defib – see attached.
12. To note Highways/Public Rights of Way/Bridleways Reports
13. Parish Printer and Phone
14. External Auditor Report - PKF Littlejohn LLP - sent via email.
15. Clerk Report – sent via email.
16. Sharing Information – Councillors will take this opportunity to share information.
17. Items for next meeting/Any other Business
18. Next meeting of Hamfallow Parish Council is Thursday 2nd November 2023 at 7.00pm Guide Hut, Sanigar Lane.

Hamfallow Parish Council
Mrs C Child
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Minutes of
Hamfallow Parish Council Meeting
Thursday 7th September 2023 at
Guide Hut, Sanigar Lane
At 7.00 pm

Present: Cllrs: Heather Priestley
Steve Chandler
Phil King
Jerry Fowler
Liz Lane
Jim Wright
Ben Keene
John McStea
County Cllr Tipper
District Cllrs 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.

Frank Birnie attended the meeting.

1. Opening of Meeting:

Cllr Priestley (Chair) welcomed everyone to the meeting.

2. Apologies: Cllr Payne and District Cllr Jones 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 6th July 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 Craig and Green exchanged information with councillors.

7. Correspondence: - noted

8. Finance/Budget Review: - noted.

9. Councillors reviewed the budget vs spend report for 2023-2024 and agreed it is running in line with the budget.
agreed.

10. To note that a check of the quarterly accounts and internal controls has been undertaken- noted.

11. Defib – Councillors agreed to the MOU for the next four years and payment of the invoice for £1800.00 + VAT for the Wanwell Defibrillator

12. Cllr Chandler reported himself and Cllr Lane, Wright and Payne were in the process of organising a working group to agree a rota system to ensure weekly checks are completed on the Wanswell

Defibrillator and report back to the clerk weekly with their findings, so that the clerk could compile a monthly report to SWAST

13. To note Highways/Public Rights of Way/Bridleways Reports – noted

14. **Parish Printer and Phone:**

Councillors agreed to replace the Parish Printer and instructed the clerk to obtain a new printer as soon as possible.

Councillors agreed by majority not to purchase a phone for the clerk at this present time.

15. **External Auditor Report (PKF Littlejohn LLP):** - The External Audit Report was noted by all councillors.

16. **Clerks Report:** – noted.

17. **Sharing Information:**

BBC – Cllrs Keene and McStea attended.

BPT – Cllr Priestley unable to attend

Severn Voice unable to attend.

GDPR Training - Cllr Fowler attended

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

Next meeting of Hamfallow Parish Council is Thursday 2nd November 2023 at 7.00pm at Guide Hut, Sanigar Lane

The chair Cllr Heather Priestley formally closed the meeting at 21.00 pm.

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