

LONGHOPE PARISH COUNCIL

To all members of the Council

You are hereby summoned to attend an Extraordinary Meeting of Longhope Parish Council for the purpose of transacting the following business.

All Residents of the Parish are welcome to attend, and a short period of time will be set aside for members of the public to make statements or raise questions.

Signed

Cllr Gary Nicholas Council Chairman

27th February 2023

Agenda for the Meeting of LONGHOPE PARISH COUNCIL To be held on Monday 6th of March 2023 at 7pm At The Latchen Room, Longhope

- 1. Welcome from Chair of Council (including Safety Evacuation Notice)**
- 2. Apologies for absence**
- 3. Public Forum**
 - Members of the Public are invited to speak and/or ask questions of the Parish Council at this point in the agenda. 10 minutes will be allocated, to be used at the discretion of the Chair of the Council.
 - Council will consider points raised, but neither debate nor decision making is permitted within the public forum. Members of the public are not permitted to take part in the meeting once the Public Forum has closed, and the Councils Standing Orders been resumed.
- 4. Verbal report from County Councillor Philip Robinson, if in attendance**
- 5. Verbal report from District Councillors Jones and Brian Robinson, if in attendance**
- 6. Declaration of interest in any agenda items**
- 7. To receive requests for Dispensations**
- 8. To approve the Minutes of the meeting, of Longhope Parish Council, held on the 6th of February 2023, and the minutes of the Extraordinary Meeting held on the 13th February 2023**
- 9. To Consider Planning Applications Received:**
 - P1775/22/FUL | The substantial reconstruction of the remains of a building, its extension and its change of use to a dwellinghouse. | Land Adjoining Lonehead Little London Gloucestershire GL17 0PH
 - P0121/23/FUL | Replacement of window to side elevation and addition of window to front elevation. | The Cottage Church Road Longhope Gloucestershire GL17 0LG
 - P0235/23/TCA | Remove conifer hedge from property boundary alongside Church Road, due to roots pushing wall into adjacent public footway. | Wyvern Church Road Longhope Gloucestershire GL17 0LA

- P1249/22/FUL | A full application for the erection of a detached four bedroomed house to be occupied by the Manager / Operator of the adjacent public house known as The Yew Tree Inn. | Yew Tree Inn Monmouth Road Longhope Gloucestershire GL17 0QD

10. Council to consider adopting the draft Lone Worker Guidance Policy document presented by Cllr Nicholas
11. Council to consider adopting the draft Procurement Policy document presented by Cllr Nicholas
12. Council to consider adopting the draft CCTV Management policy document presented by Cllr Nicholas.
13. Council to consider any actions required ahead of the Annual Parish Meeting, scheduled to take place on Tuesday 4th of April 2023.
14. Council to review its Asset Register for accuracy, and consider arrangements for any revaluations required.
15. Council to review the Annual, and Post installation, Play Park Safety Report, received from The Play Inspection Company. Council to also consider any remedial work required.
16. Council to receive update on Play Park Installation Works
17. Council to consider options for play park fencing and the associated costs.
18. Council to discuss arrangements for the forthcoming Coronation of HM King Charles III, and consider purchasing commemorative Coronation Mugs, or other. such items.
19. Council to receive update on the Councils website, and the progress of acquiring a .gov.uk domain.
20. Receive Councillors Reports
21. Council to consider making the position of Clerk/RFO an unremunerated role.
22. Council to consider a subscription to Scribe Accounting Software, for use in managing the Councils finances, VAT, End of year Audits and AGAR preparation.
23. Council to consider the purchase of a Clerks Laptop, to ensure full Data Protection & Security Compliance, as well as ensuring efficient transitions between future Clerk/RFO's.
24. Council to receive update on the quotation process for grass cutting of Parish Council owned land.
25. Council to consider the need for a storage container for Council owned equipment/ assets/ materials.
26. Council to receive update on the timeline and processes for the forthcoming elections.

27. Public Forum

- Members of the Public are invited to speak and/or ask questions of the Parish Council at this point in the agenda. 10 minutes will be allocated, to be used at the discretion of the Chair of the Council.

28. To receive the accounts/finance reports

- To approve the payment Schedule
- To Confirm that the monthly financial check has been carried out.
- To receive the budget versus spend report for the year to date
- To receive the bank reconciliation for year to date
- To receive update on Councils current VAT position

29. Next Ordinary Meeting of the Council scheduled for Monday 3rd of April 2023

30. Close of meeting