

Badgeworth Parish Council

Clerk: Mrs. H. Jones | 07840073143 | badgeworthpc@outlook.com

September 4, 2024

PARISH COUNCIL MEETING

Dear Residents/Councillor,

I hereby give notice that **MEETING OF THE PARISH COUNCIL** will be held at the **BADGEWORTH VILLAGE HALL on TUESDAY 10th September 2024 at 7.00pm**. All Residents of the Parish are welcome, and Members of the Council are hereby summoned to attend to transact the business of the Parish Council as set out below.

A 15 Minute period will be set aside at the start of the meeting for Members of the public to raise questions.

5-minute presentation by Lauren Woods - Digital & Technology Navigator (Tewkesbury Borough)

AGENDA

1. **Apologies** - To receive apologies for absence.
2. **Declaration of Interest & dispensation requests** - Members are requested to declare any interest they may have in the business set out on the agenda to which the approved Code of Conduct appears.
3. **To confirm the minutes of the last meeting and deal with Matters Arising not included as an agenda item.**
4. **Election of Chair and Vice-Chair, to include signing of Acceptance of Office**
5. **To Receive a Report from the County and Borough Councillor.**
6. **Parish Council Administration & Assets**
 - a) **Appointment of Clerk** – confirm appointment and terms & conditions as agreed at PC meeting July 11th, 2024.
 - b) **General Power of Competence:** Discuss and agree that the Parish Council meets the criteria for eligibility in terms of the electoral mandate (2/3 declared 'elected') and having a qualified Clerk.
 - c) **Policy updates:**
 - **Model Standing Orders** – revised to 2022. (minor changes)
 - **Financial Regulations** – update to 2024 and agree values where necessary.
 - d) **Parish Council small works** – discuss possible option of sharing services for small works with neighbouring larger Parish Council
 - e) **Asset updates:**
 - **Badgeworth Village Hall**
 - **Allotments at Bentham** – condition, vacancies, rents etc

- **Other assets**
- f) **Grass cutting contract** – need to advertise contract for agreement at November meeting. Agree locations, plus terms & conditions.
- g) **Accounting packages** – discuss the need for an accounting package and seek quotes if appropriate.
- h) **Training** – authorise Cllrs Cooper & Jones to attend The Power of Local Climate and Biodiversity Action. Cost £45 x 2.

7. Finance & Insurance

- a) **To discuss the need for a Business Charge Card**, and if necessary, agree policy and authorise application.
- b) **Large screen** – authorise Clerk (in conjunction with Cllr Marshall) to purchase a 24” large screen for use with laptop up to value of £120 ex VAT. To be added to PC asset register.
- c) **To note previously authorised payments made since last meeting.**

Payee	Details	Date of invoice	Amount (ex VAT) £	VAT £	TOTAL £
M. Harvey	Bus shelter cleaning A46	9/6/24	80	0	0
Greenfields	Grass cutting	29/7/24	337.30	74.60	447.60
Clerks Expenses	22-31/7/24 & August	20/8/24	63.83	4.35	68.18
Allotment tenant	Key deposit return		30	0	30

- d) **To authorise payments for the following:**

Payee	Details	Date of invoice	Amount (ex VAT) £	VAT £	TOTAL £
Greenfields	Grass cutting. August	29/8/24	300	60	360
Clerks Expenses	September 24	8/9/24	39.12	2.27	41.39
Clerks Expenses	October 24	8/9/24	26	0	26

- e) **Clerk’s salary** – To authorise payments & BACS (including any HMRC payment) for previous Clerk until 19th July 2024, and new Clerk from 22/7/24 & August. Plus, payments due for September & October 2024

8. Planning

- a) **Enforcement Issues** – updates
- b) **Delegated Comments to note:** Clerk to report.
- c) **Planning Decisions, Appeals & enforcement issues**– Clerk to report.
- d) **To agree Parish Council response to planning applications received**
24/00651/FUL Two-storey side and rear extension, replacement of windows, cladding and new roofing to existing areas, installation of air source heat pump. **Journeys End, Crickley Hill, Witcombe**

9. Community & Environment

- a) **Noticeboard** – Dog Lane. Seek quote for replacement and installation using Bentham Ward funds.
- b) **Badgeworth village** – grit bin, shovel, mixed waste/dog waste bin. Obtain quotes for meeting. £1k in Badgeworth ward budget

10. Highways

- a) **Missing Link Scheme** – receive an update.
- b) **Badgeworth Lane** – update on railway bridge closure

11. **Ward Reports.** Councillors to **report** upon **minor issues** which have not been included on this Agenda.

12. **Items for the next agenda and the date of the next meeting.**

Signed: *Helen L. Jones* (Clerk to the Council)