

# BRIMSCOMBE & THRUPP PARISH COUNCIL NOTICE OF MEETING



Dear Councillor / Resident,

I hereby give notice that a **Meeting of Brimscombe & Thrupp Parish Council** will take place at **The West Suite, Port Mill, Brimscombe, GL5 2QQ**, on **Tuesday 12<sup>th</sup> November 2024 at 6.00pm** (for details of the meeting location and directions go to: [Council Meetings | Brimscombe & Thrupp Parish Council \(brimscombeandthrupp-pc.gov.uk\)](https://brimscombeandthrupp-pc.gov.uk)). Members of the Council are hereby summoned to attend for the business of considering and resolving upon the matters as set out below. All Residents of the Parish are welcome. **There will be an opportunity during the meeting for Members of the Public to raise matters.**

Dated: 7<sup>th</sup> November 2024

**Hannah Warren**

**Clerk to the Council**

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## Agenda

1. **Apologies:** To receive and accept apologies and note absence
2. **Declarations of Interest:** Members are requested to declare any interest they may have in the business set out on the Agenda to which the approved Code of Practice appears
3. **Minutes of the last meeting:** To **approve** and **sign** the Minutes of the Parish Council Meeting held on Tuesday 8<sup>th</sup> October 2024
4. **Public participation:** An opportunity for the public to raise issues relating to the Parish
5. **Monthly reports:** To **receive** monthly reports from:
  - (a) County Councillor – Cllr Turner
  - (b) District Councillor – Cllr Aldam
  - (c) District Councillor – Chalford Ward
  - (d) Police Community Support Officer (PCSO)
  - (e) Neighbourhood Warden
6. **Planning applications:**
  - (a) To **consider** the following planning applications and **agree** any comments to be submitted by the Parish Council:
    - **S.24/1738/HHOLD** – Glenhurst, Middle Road, Thrupp, Stroud.
    - **S.24/1962/TCA** – Verge Opposite Unit 11, Phoenix Works, London Road, Thrupp
  - (b) To **receive** applications received since the posting of the agenda, **consider** these and **agree** any comments to be submitted by the Parish Council
  - (c) To **note** decisions made by Stroud District Council on planning applications
7. **Finances:**
  - (a) To **approve** the accounts for payment
  - (b) To **receive** and **note** monthly breakdown of income and expenditure
  - (c) To **receive** monthly budget monitoring statement, including **noting** of any budget variances
  - (d) To **receive** monthly bank reconciliation
  - (e) To **receive** internal control report

**8. Items requiring a decision/resolution:**

- 8.1 Thrupp Lane Allotments:** To **discuss** and **review** possible options for temporary change of use of grazing plots, and **agree** areas for further investigation
- 8.2 Gateway Signs:** To **review** the proposals for new Parish Gateway Signs and to **decide** whether to purchase, the number needed and positioning, and **approve** associated budget
- 8.3 Community engagement and outreach plans:** To **discuss** and **review** possible community engagement and outreach ideas
- 8.4 Party on the Playing Field:** To **review** and **adopt** the Party on the Playing Field Terms of Reference
- 8.5 Personnel:** To **note** and **adopt** the National Joint Council for Local Government Services pay scales and agreement for 2024-25, applicable from 1<sup>st</sup> April 2024
- 8.6 Staffing Review:**
- (a) To **review** the Assistant Clerk position and **approve** future plans
  - (b) To **review** the Clerk hours and **approve** future plans
- 8.7 Parish Council Policies:**
- (a) To **review** and **adopt** the Brimscombe and Thrupp Parish Council Biodiversity Policy
  - (b) To **review** and **adopt** the Brimscombe and Thrupp Parish Council Risk Register and Risk Register process
  - (c) To **review** and **adopt** the Brimscombe and Thrupp Parish Council Health and Safety Policy
  - (d) To **review** and **adopt** the Brimscombe and Thrupp Parish Council Expenses Policy
- 8.8 Grants:** To **receive** grant evaluation from Brimscombe and Thrupp Football Club
- 9. Reports and working groups:** Reports from committees, working groups and projects – to bring members up to date on progress since the last meeting. **No** decisions can be made under this heading but can be an agenda item for the next meeting:
- (a) **Clerk's report:** To **receive** the monthly report from the Clerk
  - (b) **Port Community Hub Committee:** To **receive** an update
  - (c) **Green Space and Biodiversity Working Group:** To **receive** an update
  - (d) **Road Safety Working Group:** To **receive** an update
  - (e) **Staffing Committee:** To **receive** an update
  - (f) **BATCOM:** To **receive** an update
  - (g) **Allotments:** To **receive** an update
  - (h) **Heaven's Valley Community Benefit Society:** To **receive** an update
- 10. Agenda items:** To **agree** items for the next agenda or forward to Clerk by **Friday 29<sup>th</sup> November 2024**
- 11. Date of the next meeting:** 6.00pm Tuesday 10<sup>th</sup> December 2024 at The West Suite, Port Mill, Brimscombe, GL5 2QQ

**MEETING LOCATION:**

Parish Council meetings will now take place in **The West Suite, Port Mill, Brimscombe, GL5 2QQ**. This is the listed building on the port. To access The West Suite, turn off the main London Road (A419) and onto Brimscombe Hill, then take the second turning on the left (where the old Grace Network, Furniture Bank, Long Table, Kids Stuff and Food Bank buildings were located). Go to the end of the car park and the West Suite is the section of building on the left-hand side. There is a door to access the building there - please just come in if you are joining the meeting.