

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 11th June 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: 6th June 2024

Hannah Warren

Clerk to the Council

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 14th May 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)
6. **Planning applications:**
 - (a) To **consider** the following planning applications and **agree** any comments to be submitted by the Parish Council:
 - **S.24/0940/TCA** – Land North of Gussage Mill, Toadsmoor Road, Brimscombe, Stroud.
 - **S.24/0760/HHOLD** – 37 Thrupp Lane, Thrupp, Stroud, Gloucestershire.
 - **S.24/0950/VAR** – 68 Thrupp Lane, Thrupp, Stroud, Gloucestershire.
 - (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 **approve** the internal transfer of £10,000 between bank accounts, from the savings account to the Treasurers Account
 - (f) To **approve** additional bank account signatories

8. Items requiring a decision/resolution:

- 8.1 Annual Governance and Accountability Return (AGAR), Internal Audit and accounts:**
- (a) To **note** the Annual Internal Audit Report (blue form) and **minute** actions to be taken to address any issues.
 - (b) To **review** the more detailed Annual Internal Audit Report provided by GAPTC and **agree** actions to address points and recommendations raised or set a date to review and address this in more detail.
 - (c) To **complete** and **approve** the Annual Governance Statement for 2023-2024.
 - (d) To **approve** the bank reconciliation form.
 - (e) To **approve** adjustments to accounts for 2022-23 to amend previous AGAR submission errors
 - (f) To **approve** the Accounting Statement for 2023-2024.
 - (g) To **approve** explanation of variances 2023-24 AGAR form.
 - (h) To **approve** the dates of the period for the exercise of public rights 2023-24.
- 8.2 Grant Application:** To **consider** a grant application from Brimscombe and Thrupp Football Club for £500 towards the refurbishment of the bar and kitchen.
- 8.3 Active Travel Fund Project and Application:** To **approve** project plans and application to Active Travel Fund.
- 8.4 Football Club car parking agreement:** To **review** and **approve** agreement regarding parking on Fromeside playing field by Brimscombe and Thrupp Football Club on match days.
- 8.5 Asset inspection:**
- (a) To **receive** a progress report on actions agreed from previous asset inspections and **note** actions taken/ still outstanding.
 - (b) To **review** the asset inspection carried out during May 2024 and **agree** actions to be taken and associated costs.
- 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) **Party on the Playing Field:** To **receive** an update
 - (g) **BATCOM:** To **receive** an update
- 10. Agenda items:** To **agree** items for the next agenda or forward to Clerk by **Friday 28th June 2024**
- 11. Date of the next meeting:** 6.00pm Tuesday 9th July 2024 at **The West Suite, Port Mill, Brimscombe, GL5 2QQ**

CONFIDENTIAL AGENDA

- 12. Pursuant to 1(2) of the Public Bodies (Admission to Meetings) Act 1960 it is resolved that, because of the confidential nature of the business to be transacted, the Public and Press leave the meeting.**
- 13. Staff remuneration:** To **review** and **approve** changes to staff remuneration