



Lassington Oak

# Highnam Parish Council

Highnam ~ Linton ~ Over ~ Lassington

To: Councillors: M Welch, D Davies, Y Watkins, C Coats, V Tustin Smith, W Badham, K Emmerson,  
A Mathieson

**You are hereby summoned to attend a meeting of Highnam Parish Council  
to be held in The Old School on Tuesday 11 February 2020 at 7.30 pm.**

Richard Hicks  
Clerk/RFO  
4 February 2020

## AGENDA

Public Forum: a maximum of 15 minutes will be allowed for questions and comments from members of the public.

1. To receive apologies and reasons for absence
2. To approve Minutes of the Meeting held on 14 January 2020
3. Members of the Council to declare any interest they may have in the business set out below
4. To allow Dispensations Requested
- 8.2 To consider request for S106 funding from Highnam PCC
5. To receive County Councillor's Report
6. To receive District Councillor's Report
7. To receive Clerk's Report and correspondence
- 8.1 Finance - to approve invoices for payment

Lloyds Bank a/c			Power	Amount
15 January 2020	Mainstream Digital	DD	12	£ 1.26
17 January 2020	P Rossiter	Online	10	£ 119.28
28 January 2020	Admin Costs	S/o	17	£ 418.82
13 February 2020	Highnam PCC	Online	26	£ 400.00
13 February 2020	HCCT	Online	19	£ 34.50
13 February 2020	Parish Council Websites	Online	12	£ 60.00

9. To receive update on Highnam Parish Plan Refresh
10. To receive and comment on Planning Applications:  
No planning applications received
11. To discuss forward action on NDP Review, and approve appointment of My Neighbourhood Plan
12. To discuss Communications
13. To discuss Two Mile Lane
14. To discuss Carbon Emissions Offset
15. To discuss Village Verges
16. To discuss Glos CC Transport Plan
17. Bank Reconciliation

Bank Reconciliation January 2020			
Lloyds Account			
Bank Balance at 31 December 2019	£46,416.78	Payments January 2020	£1,594.56
		Outstanding Payments	£0.00
Receipts January 2020	£0.00	Restricted funds	£12,146.34
		<b>Available Balance</b>	<b>£32,678.44</b>
		<b>Bank Balance 31 January 2020</b>	<b>£44,822.22</b>
		<b>Petty Cash on hand</b>	<b>£2.56</b>
		<b>Total Balance</b>	<b>£44,824.78</b>

### **Restricted Funds**

**Project Reserves** £4,496.07  
**Council Reserves** £7,555.21

<b>NDP Reserves</b>	£0.00
<b>Fun Day Proceeds</b>	<u>£95.06</u>
	<u>£12,146.34</u>

18. Residual Items

Next Meeting : 10 March 2020 at 7.30pm in the Old School