



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 14 January 2020 at 7.30 pm.**

Richard Hicks  
Clerk/RFO  
7 January 2020

## AGENDA

1. Presentation by Philip Tagg – Alney Practice  
Public Forum: a maximum of 15 minutes will be allowed for questions and comments from members of the public.
2. To receive apologies and reasons for absence
3. To approve Minutes of the Meeting held on 12 November 2019
4. Members of the Council to declare any interest they may have in the business set out below
5. To allow Dispensations Requested
6. To receive County Councillor's Report
7. To receive District Councillor's Report
8. To receive Clerk's Report and correspondence
- 9.1 Finance - to approve invoices for payment

Lloyds Bank a/c			Power	Amount
14 November 2019	Mainstream Digital	DD	12	£ 0.85
28 November 2019	Admin Costs	S/o	17	£ 418.82
16 December 2019	Mainstream Digital	DD	12	£ 40.37
16 December 2019	Benefice Press	Online	21	£ 120.00
17 December 2019	Glebe Gardening	Online	4	£ 123.50
17 December 2019	M P White	Online	17	£ 40.00
17 December 2019	HCCT	Online	19	£ 16.50
17 December 2019	HCCT (Ref Toddler Group)	Online	26	£ 65.00
28 December 2019	Admin Costs	S/o	17	£ 418.82
30 December 2019	PWLB	DD	14	£ 10,524.63
14 January 2020	Estcourt Planning	Online	31	£ 583.20
14 January 2020	Glos Computer Specialist	Online	17	£ 50.00
14 January 2020	HCCT	Online	19	£ 22.00

- 9.2 To confirm Parish Precept request at £40,000
- 9.3 To approve expenditure for replacement noticeboard up to £2000
- 9.4 Request from PCC for Financial Assistance
10. To receive update on Highnam Parish Plan Refresh
11. To receive and comment on Planning Applications:

1.	19/01079/TPO	Church Lodge, Newent Road, GL2 8DG	Installation of roof barrier due to subsidence damage caused by Oak tree
2.	19/01049/FUL	Chepstow Lodge, GL2 8DF	Conversion of outbuilding to living accommodation & erection of link extension & detached garage
3.	19/01128/FUL	Linton Lodge, Newent Road, GL2 8DF	Single storey side and rear extension
4.	19/01127/FUL	3 Cross Hands Cottages, GL2 8DF	Two storey side & single storey rear extensions & detached double garage
5.	19/00461/FUL	Over Farm, GL2 8DB	Additional information added
6.	19/01202/FUL	Perry Barn, Two Mile Lane, GL2 8DW	Erection of garage with workshop and car port

13. To discuss and decide on forward action on NDP Review
14. To discuss Communications
15. To discuss Two Mile Lane
16. Bank Reconciliation

**Bank Reconciliation November 2019**

<b>Lloyds Account</b>			
Bank Balance at 31 October 2019	£58,835.77	Payments November 2019	£1,070.17
		Outstanding Payments	£0.00
Receipts November 2019	£0.00	Restricted funds	<u>£12,146.34</u>
		<b>Available Balance</b>	<u><b>£45,620.82</b></u>
		<b>Bank Balance 30 November 2019</b>	<b>£57,765.60</b>
		<b>Petty Cash on hand</b>	<u><b>£1.56</b></u>
		<b>Total Balance</b>	<b>£57,767.16</b>

#### **Restricted Funds**

<b>Project Reserves</b>	£4,496.07
<b>Council Reserves</b>	£7,555.21
<b>NDP Reserves</b>	£0.00
<b>Fun Day Proceeds</b>	<u>£95.06</u>
	<u><b>£12,146.34</b></u>

<b>Bank Reconciliation December 2019</b>			
<b>Lloyds Account</b>			
Bank Balance at 30 November 2019	£57,765.60	Payments December 2019	£11,348.82
		Outstanding Payments	£0.00
Receipts December 2019	£1.00	Restricted funds	<u>£12,146.34</u>
		<b>Available Balance</b>	<u><b>£34,273.00</b></u>
		<b>Bank Balance 31 December 2019</b>	<b>£46,416.78</b>
		<b>Petty Cash on hand</b>	<u><b>£2.56</b></u>
		<b>Total Balance</b>	<b>£46,419.34</b>

#### **Restricted Funds**

<b>Project Reserves</b>	£4,496.07
<b>Council Reserves</b>	£7,555.21
<b>NDP Reserves</b>	£0.00
<b>Fun Day Proceeds</b>	<u>£95.06</u>
	<u><b>£12,146.34</b></u>

17. Residual Items

Next Meeting : 11 February 2020 at 7.30pm in the Old School