

HIGHNAM PARISH COUNCIL

www.highnamparishcouncil.org.uk

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Mrs J Badham
c/o 1 Farthing Croft
Highnam
Gloucester
GL2 8EQ

10th May 2023

TO ALL MEMBERS OF THE PARISH COUNCIL

Notice is hereby given **The Annual Meeting of Highnam Parish Council** will be held on **16th May 2023 at 7.30 pm at The Gambier Parry Hall** Due to meeting being moved forward due to Bank Holiday and Local Elections. The purpose of the meeting is to complete the business shown on the following agenda.

Jo Badham

Clerk and Responsible Finance Officer
Highnam Parish Council

Public Participation Session - Members of the public (MOP) may make representations, ask questions and give evidence at the meeting in respect of the business on the agenda by invitation of the chair. 15 minutes allocated time.

AGENDA

- 1. To elect the Chairman of the Council and to receive the Chairman's Declaration of Acceptance of Office.**
- 2. To elect the Vice Chairman and to receive the Vice Chairman's Declaration of Acceptance of Office.**
- 3. To receive apologies for absence.**
- 4. Co-option for 2 Vacancies**
- 5. To elect 1 trustee for The Highnam Community Centre Trust.**
- 6. To elect the committee for The Audit, Finance, and Governance Committee.**
- 7. To elect the committee for the Planning Committee.**
- 8. To elect the membership for Transportation and Traffic Management Working Group,**
- 9. To elect the membership for The Grant Bidding Working Group.**
- 10. To receive any declarations of interest from members and to consider any dispensations required.**

11. To approve minutes of the meeting held on 14th June 2022 and 19th April 23.

12. To adopt The Code of Conduct Policy, attached.

13. To receive Chairman's Annual Report.

14. To receive County Councilor's Report.

15. To receive Borough Councilor's Report

16. Financial Matters:

16.1 Council to accept the financial statement to end April 2023.

16.2 Proposed expenditure for May & June 2023.

16.3 Council to accept Parish Council and Environmental Working Group annual budget for 2023/24.

16.4 Working from allowance (currently paid up till April 23) council to agree further payment.

16.5 Council to agree an amount for storage at Clerks residents.

17. Planning:

17.1 Planning Applications

APPLICATION NO: 23/00247/FUL

DESCRIPTION: Partial demolition of existing garage and demolition of rear conservatory. Erection of a two-storey rear extension and alterations to the fenestration

LOCATION: 1 Gordon Close, Highnam, Gloucester

APPLICATION NO: 23/00375/FUL

DESCRIPTION: Proposed ground floor and first floor extension and erection of porch

LOCATION: The Old Bakery, Two Mile Lane, Highnam

APPLICATION NO: 23/00362/FUL

DESCRIPTION: Demolition of existing conservatory and rebuilt to form part of the kitchen, dining room area with a small addition to the existing footprint to include a utility room. Addition of a small UPVC window with frosted glass to serve the existing dining room. Enlarge the existing driveway to include a turning area.

LOCATION: 16 Poole Ground, Highnam, Gloucester

17.2 Decisions

113 Maidenhall PERMIT

17.3 Appeals/Enforcements

Non to date

18. Funding request from Highnam Parochial Church

Council to consider and approve grant application. (2022/23 £400 donated).

19. Speed and Road Safety.

Council to discuss a way forward with dealing with Highnam speed and road safety

20. Bus Shelters Maintenance

Invoice included in finance papers.

21. Request from Good Neighbourhood Café for funding

Request for funding sun umbrellas to be used at the Community Centre following receipt of donation from the Table Tennis Club. (£45 each x 5 required £270) (Donated amount from TTC £168)

22. £1,000 Wellness and Health grant

Council to approve purchase of benches and location.

23. EWG External Information Boards To approve a request to fund the provision of these boards

24. Correspondence

25. Residual Items

26. To fix the dates and times of ordinary meetings of the Council for the ensuing year.

Note to Councillors: Please ensure that your Declaration of Interest forms are delivered back to the office before the end of May. Until this meeting has been held Councillors will not know what outside committees or organisations they may be appointed to

Members are reminded that the Highnam Parish Council has a general duty to consider the following matters in the exercise of any of its functions: Equality Law (whether in relation to race, sex, gender reassignment, age, disability, sexual orientation, religion or belief, pregnancy or maternity provisions), Crime & Disorder, Health & Safety and Human Rights.