

# Highnam Parish Council

## Highnam ~ Linton ~ Over ~ Lassington



**Dear Councillor / Resident**

I hereby give notice of a Council Meeting that will be held in the **Gambier Parry Hall on Tuesday 17 October 2023 at 7.30pm.**

All Residents of the Parish are welcome to attend, and Members of the Council are hereby summoned to attend for the business of considering and resolving upon the matters as set out below.

***Public Questions a period of no more than 15 minutes will be set aside for public question between 7.30 pm and 7.45 pm***

Dated: Tuesday 10 October 2023

*Tina Balgobin*

Locum Clerk to the Parish Council

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## AGENDA

1. **To receive apologies for absence**
2. **To approve minutes of meeting held on 19 September 2023**
3. **Members of the council are invited to declare any interest they may have in the business set out below**
4. **To consider and agree any dispensations**
5. **To note the appointment of the Locum Clerk, Tina Balgobin effective from the 1 October until 31 October 2023**
6. **To note the appointment of the Locum Responsible Financial Officer (RFO), Roy Balgobin effective from the 1 October until 31 October 202223**
7. **To note and confirm the appointment of Wendy Barnard as the Clerk / RFO with effect from the 1 November 2023**
8. **To receive the following reports:**
  - a) County Councillor report.
  - b) Borough Councillor's report.
  - c) Chairman's report.
9. **Finances:**
  - a) To approve invoices for payment as per the Payment Schedule

- b) To approve funding for the refurbishment, carpet and curtains for the Parish Office not exceeding £600.00

**10. To consider planning applications received:**

- a) **APPLICATION NO: 23/00748/FUL**  
**DESCRIPTION: Erection of a rear conservatory**  
**LOCATION: 17 The Range, Highnam, Gloucester**  
<http://publicaccess.tewkesbury.gov.uk/onlineapplications/applicationDetails.do?activeTab=summary&keyVal=RZDANAQDJK400>
  
- b) **APPLICATION NO: 23/00825/FUL**  
**DESCRIPTION: Porch to front of property.**  
**LOCATION: Pool House , Two Mile Lane, Highnam**  
<http://publicaccess.tewkesbury.gov.uk/onlineapplications/applicationDetails.do?activeTab=summary&keyVal=S0TOB3QDK9V00>

**c) Appeal Reference: APP/G1630/W/22/3312539**

To ratify the comments as recommended by the Planning Committee made during its meeting held on 12 October 2023.

**11. Environmental Working Group update:** To receive an update report from Cllr Bill Badham

**12. Oakridge Footpath:** To consider the condition of the footpath and to agree reporting actions needed

**13. Correspondence:** To receive and note any correspondence

**14. Agenda Items for the Next Meeting.** To consider agenda items for inclusion on the next Agenda.

**15. Date of the next meeting:** Tuesday 21 November 2023 in Gambier Parry Hall at 7.30pm