

CHARFIELD PARISH COUNCIL

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AGENDA

COUNCILLORS ARE HEREBY SUMMONED TO ATTEND
THE ANNUAL PARISH COUNCIL MEETING OF CHARFIELD PARISH COUNCIL
TO TAKE PLACE ON TUESDAY 9TH MAY 2017 AT 7:30pm
At the MEMORIAL HALL, CHARFIELD (Sportsmans Lounge)

Signed Clerk to the Council:



Dated: 3rd May 2017

1. **To elect a Chairman and receive the Chairman's Declaration of Acceptance of Office**
2. **To elect a Vice Chairman**
3. **To note Apologies for Absence & Acceptance of Reasons**
4. **To Receive Declarations of Interest in Items on the Agenda**
5. **To Approve the Minutes** of Council Meeting held on 11th April 2017
6. **Public Participation**
7. **Clerk's Report** – to note report on matters arising from previous minutes/not covered elsewhere on agenda
8. **Cllr. John O'Neill, South Gloucestershire Council Representative** – to receive update report
9. **To appoint representatives to the following Committees for 2017/18**
 - Charfield School Governors
 - The National School Foundation
 - Charfield Memorial Hall & Playing Field Management Committee
 - South Gloucestershire Area Forum
 - South Gloucestershire Environmental Link Group
 - South Gloucestershire branch of the Avon Local Council's Association
 - South Gloucestershire Community Engagement Forum
 - Quarry Liaison Group
 - PROW Working Group
 - CuGuC Committee
 - Burial Ground Working Group
 - Youth Group
 - Planning Committee – if needed
10. **Planning Applications** – to note and comment upon the following applications
 - None received.
11. **Planning Decisions** – to note the following decisions
 - PT17/0614/F | Erection of single storey rear extension to form additional living accommodation | 162 Manor Lane, Charfield, GL12 8TW | APPROVE WITH CONDITIONS
 - PT17/0906/F | Demolition of existing extension. Erection of a two storey and single storey side extension, with balcony, to provide additional living accommodation | Downs Lodge, Charfield Hill | APPROVE WITH CONDITIONS
 - PT17/1212/F | Erection of single storey front extension to form additional living accommodation | 51 Underhill Road, Charfield, GL12 8TD | APPROVE WITH CONDITIONS
 - PT17/1244/F | Erection of a single storey rear/side extension to form additional living accommodation | 17 Hawthorn Close, Charfield, GL12 8TX | APPROVE WITH CONDITIONS

12. **Planning Enforcement Issues** – to note new issues and receive updates on current issues
13. **Playing Fields Inspection Reports and Note Issues Arising**
 - To receive inspection reports and note any issues arising
14. **Charfield Burial Ground Report**
 - To receive update report
15. **Youth Group Report** – to receive update report.
16. **Charfield Neighbourhood Plan** - to receive update report
17. **CUGUC Report** – to receive update report
18. **REPORTS OF MEETINGS** – to receive update reports for the following
 - Charfield Village Hall Management Committee
 - Any other meetings to be brought to the Parish Council’s attention
19. **Items of Correspondence Received – Post and Electronic**
 - List will be available at the meeting
20. **Footpaths** – to receive update on footpath issues
21. **Annual Parish Meeting** – to receive update
22. **Financial Matters**
 - To receive and approve up to date bank statements
 - To receive up to date receipts and payments account
 - To note completion of Independent Internal Audit
 - To approve the draft Annual Governance Statement 2016/17
 - To approve the draft Accounting Statements for 2016/17
 - To note the dates for the Exercise of Public Rights to inspect the 2016/17 draft accounts

23. **Accounts for Payment for April 2017** – to **RESOLVE** payment of the following
(All invoices excluding VAT)

Mrs. P. Evans	Clerk’s Salary – April 2017	£834.19
Virgin Media	Telephone Line Rental – April 2017	£20.00
HMRC	Tax and NI	£114.39
Locality	Repayment of Neighbourhood Plan Grant	£1,770.70
Complete Business Solutions	Stationery	£21.80
Memorial Hall	First Half Precept Monies - £3,000.00	£3,443.00
	Grant (S.137) Village Fete - £300.00	
	Room Hire & Litter Pick - £143.00	
CADS	Grant (S.137)	£100.00
CuGuC	Grant (S.137)	£1,500.00
Dementia Group	Grant (S.137)	£500.00
Friends of Charfield Primary School	Grant (S.137)	£500.00

24. **Minor Items Raised by Members or for future agenda**

Next meeting of Full Parish Council is the Annual Parish Council Meeting on Tuesday 13th June 2017 at 7:30pm, Charfield Memorial Hall, Sportsman’s Lounge

Members are reminded that the Council has a duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, age, sexual orientation, marital status and any disability), Crime & Disorder, Health & Safety and Human rights.