

SANDHURST PARISH COUNCIL

MINUTES OF THE MEETINGS OF THE ANNUAL COUNCIL MEETING AND ANNUAL PARISH COUNCIL MEETING HELD REMOTELY ON 4 MAY 2021

Annual Council Meeting Minutes

In attendance Cllr Davies, Wilkins and Wood.

J. Robinson (Footpaths)

Clerk P. Langley

1. Election of Chair:- Cllr R. Davies was proposed by Cllr K. Wood and seconded by Cllr D. Wilkins. All agreed.
2. Apologies:- Cllr Elliott, Cllr Williams.
3. Election of Vice Chair :- Cllr. R. Elliott was proposed by Cllr Davies and seconded by Cllr Wilkins and Cllr Wood. All agreed.
4. Declaration of Members Interests and Acceptance of Office were signed.
5. No questions received from the Public.

The Chairman closed the Meeting at 7.47pm

Signature of Chair Date

Annual Parish Council Meeting Minutes

Chair Cllr R. Davies (RD)

Present Cllr D. Wilkins (DW). Cllr K. Wood (KW)

In attendance P. Langley (PL) – Clerk

John Robinson (Footpaths)

01.05.21 Chair Cllr Davies welcomed all to the Meeting.

02.05.21 Apologies – Cllr Elliott, Cllr Williams.

03.05.21 Requests for Dispensation or other Declarations of Members Interests – None declared

04.05.21 Minutes of the Previous Meeting held on 12 April.

These having been circulated were approved and would be signed subject to Covid 19 restrictions.

05.05.21 Matters Arising (not covered by an Agenda item). The Planning application 21/00191/FUL comments, submitted to Tewkesbury BC would be withdrawn due to a declaration of Members Interest which had come to light after the Meeting on 12 April.

06.05.21 Public Participation – None.

07.05.21 County Councillor Report - Not attending.

08.05.21 Borough Councillor Report – Apologies.

09.05.21 Finance Report - The accounts had been circulated and were agreed. Cheque 747 for Salary £152.99 agreed. Precept £6,500 had been banked and the account was showing a balance of £11058.93p.

10.05.21 Annual Governance and Accountability Return 2020/21.

10.1 Section 1 Annual Governance Statement. Approval given by Cllrs. Signed by Chairman and Clerk.

10.2 Section 2 Accounting Statement. Approval given and signed by Chairman.

10.3 Certificate of Exemption Part 2. Approved. Signed by Chairman and Clerk.

11.05.21 Parish Meetings. Face to Face Meeting would commence from 7 June in the Village Hall and an e mail has been sent to book the Hall along with dates for July and September.

12.05.21 Internal Audit. GAPTC would be contacted to arrange for an internal audit within the Terms of Reference 2020, for the year 2020 – 2021. All present agreed.

13.05.21 Review of Standing Orders June 2019. Any changes to the document would be undertaken by the Council and displayed on the website.

14.05.21 Review of Insurance Policy. An updated Policy would be displayed when the current policy ends.

15.05.21 Review of Risk Register. The Council would undertake a review and any changes would be updated.

16.05.21 Review of Financial Regulations June 18. A review would be undertaken, and any changes would be displayed.

17.05.21 Review Assets June 2020. Any changes would be made and displayed if required.

18. 05.21 Review Code of Conduct. This document will be updated.

19.05.21 Village Green / Recreation Ground. The cutting was a vast improvement with people walking around. A tidy up once a year would also benefit. The installation of the gate was still on going.

20.5.21 Footpath Report - The group, Sandhurst Rangers was in the early stages and working well. The kissing gate has been erected and the stile was due shortly.

21.05.21 Clerk Report – The audit was on going and the Chairman needed to sign certain documents to complete the process.

22.05.21 Correspondence – The dog bin location was still under consideration. The Chairman raised concerns about the way forward on the Footpath walks around Sandhurst. All agreed for a sign to be put on the Village Hall Notice Board to encourage walking on the footpath.

It was agreed to keep the Parish Council details on the Mineral and Waste Database Planning Policy.

23.05.21 Any other Business No items were listed.

24.05.21 Date /Time of Next Meeting - Monday 7 June at the Village Hall at 7.30pm.

The Chairman closed the Meeting at 8.40pm.

Signature of Chair.....

Date.....