



12/5/21

HINTON PARISH COUNCIL **NOTICE OF MEETING**

You are invited to the **Full Council meeting of Hinton Parish Council**, which will be held on **Tuesday 18th May 2021, 7.00 pm at St Andrews Church Sharpness.**

Lesley Yeomans Jenkins

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Clerk to the Council

Due to Covid restrictions, there is limited space, can you please contact the Clerk to let her know you will be attending so we have an idea of numbers as social distancing measures are in place. If you cannot attend, please forward any questions, comments to the Clerk, which will be read out in your absence

Before you attend the meeting-

Please ensure that you have no Covid symptoms prior to attending

Please arrive separately and socially distanced

The Clerk will keep a list of attendees for Track and Trace

Use the hand sanitizer provided on arrival

Remain socially distanced at all times unless with a member of your household or support bubble

Wear a face covering during the meeting, but can remove it once sat down.

Please bring your own pen and do not share documents

Please do not remove chairs from their positioning

Please respect others

Please leave one at a time

**This meeting will be shorter than the normal ACM due to Covid measures
A risk assessment was carried out by HPC**

OPEN FORUM - To include District & County Councilors reports

Opportunity for members of the public to raise issues with the Council (2 mins maximum PP) on any items relating to the agenda. Once the meeting has been opened, no further comment may be taken without the agreement of the Chairman.

- 1. To elect a Chair-** To receive nominations and elect the Chair of the Council-
To accept the declaration of office for the Chair.
- 2. To elect Vice Chair-** To receive nominations and elect Vice Chair

To accept the declaration of office for the Chair

- 3. Apologies & Absence-** To receive & accept apologies and note absence
- 4. Declarations of interest.** To receive declarations from Councillors, any DPI 's (disclosable pecuniary interest or simply an interest termed a personal interest in the Code the Council adopted) relating to any items on the agenda for 20th April 2021. (Councillors should also remember that even if they do not stand to gain in any personal way, **also to be considered is the public's perception of whether a councillor might gain by being influenced or using influence in a personal capacity.**)
- 5. Minutes of the last meeting-** To confirm and sign the minutes of the meeting held on April 20th & amended minutes from March 16th 2021, and the APM minutes. Via Zoom (distributed by email & hand).
- 6. Committee Meetings** -To note the minutes from the Planning & Finance committee meeting held on 4th May 2021 (Via Zoom)
- 7. Representatives & Committee Members-** To appoint members to various Committees & Organizations- See attached list.
- 8. Hinton Parish Council Accounts 2020/2021**
To approve the Annual Government statement Part 1-
To agree with the figures entered on the statement and adopt the Accounts (Part 2 accounting statements) for the Financial Year Ending 31st March 2021.
To agree Hinton PC accounts for year end 20-21
- 9. Council working documents**
To confirm that the following documents are still fit for purpose.
Asset Register – Up to date
Standing Orders – Up to date
Risk Management Policy- Up to date
Bully, Complaints etc -All up to date.
Financial Regulations – Up to date
Vexatious, Bullying, Harassment, and other policies are up to date and are viewed and checked regularly by the proper officer

The Clerk updates the Fin regs & SO's when new legislation arises and produces at the next available Full council meetings. To agree the above documents are adequate for the new Financial year. **To note and agree the above.**

Insurance- **To note** – The Council has a three-year term with BHIB- We are entering the second year.
- 10. Planning application** received after the planning meeting-
S.21/1111/HHOLD- Middleton House, Purton. Erection of two porch canopy's and garden shelter. **To resolve the above application.**
- 11. Councillors Report** - A brief report from Cllrs to **bring members up to date** on Parish matters since the last meeting. **No** decisions can be made under this heading but can be an agenda item for the next meeting.

12.Date of next meeting –**To note** the dates for the first committee meetings after this evening-
June 8th Planning & Finance 7.00pm
Full **Council 22nd June** 7.00pm, this is a week later than normal but hopefully all Covid restrictions will be lifted.

Hinton Parish Council is opposed to discrimination in any form and at all levels and is committed to take all steps within its power to counteract it.

We wish to create an environment where all forms of discriminatory or oppressive behaviour are unacceptable and to provide community leadership in promoting tolerance, understanding and respect.

Please note that this meeting may be recorded