



13/7/21

## **HINTON PARISH COUNCIL** **NOTICE OF MEETING**

You are invited to the **Full Council meeting of Hinton Parish Council**, which will be held on **Tuesday 20<sup>th</sup> July 2021, at St Andrews Church, Sharpness, starting at 7.00 pm.** Please find the agenda set out below-

*Lesley Yeomans Jenkins*

Lesley Yeomans Jenkins  
Clerk to the Council

### **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. Apologies & Absence-** To receive & accept apologies and note absence
- 2. 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 20<sup>th</sup> July 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.**)
- 3. Minutes of the last meeting-** To confirm and sign the minutes of the full Council meeting held on June 22<sup>nd</sup> 2021. (Distributed by email & hand).
- 4. Committee Meetings** -To note the minutes from the Finance committee meeting held on 6<sup>th</sup> July 2021
- 5. To consider Co-option-** After the 2021 elections there is a vacancy **to consider** the co-option of Mr T Willitts.
- 6. To consider the use of .gov domain name for Councillors & Clerk-** Finance committee would like to recommend to full council that quote A is used. Finance committee feel that having a .gov domain name makes it look more professional and more serviceable.

## **7. Local Council Award Scheme (Foundation Level) –**

To achieve a Foundation Award a council demonstrates that it has the documentation and information in place for operating lawfully and according to standard practice.

### **7.1 To confirm that council publishes online on HPC PC website:**

- Standing Orders
- Financial Regulations
- Code of Conduct and link to councilors' register of interests
- Council publication scheme
- 2019-20 Annual Return
- Transparent information about council payments
- Calendar of all meetings
- Minutes for at least one year of council meetings
- Current agendas
- Budget and precept information for the current financial year
- Complaint's procedure
- Council contact details and councilor information
- Evidence of participating in planning (responding to planning applications)

### **7.2 To confirm that council has the following:**

- Risk Management Policy
- Register of Assets
- Contract of Employment for Clerk
- Current insurance policy
- Disciplinary and grievance procedures
- Record of all training for Clerk and councillors
- Clerk who has achieved at least 12 Continuing Professional Development points in the last year

## **8. Planning-**

**A)** To consider the planning application that arrived since the last planning meeting.  
S.21/1649/HHOLD-9 Riddle Street, Purton, Berkeley, Gloucestershire.  
Erection of rear and side extension, porch and installation of driveway

**B) To note the applications permitted**

**S.21/1112/LBC** Middleton House Erection of porch canopy

**S.21/0949/VAR** Land at Sanigar Lane Variation of Con. 2

**S.21/1199/HHOLD** 8 Lewisham Terrace Construction of two storey and single storey side extension

**S.21/0106/HHOLD** Forsythia Cottage Proposed demolition of garage & erection of new garage with integral utility.

**9. Berkeley Vale Tourist signs** – to consider where the BVTS will be placed.

**10. Eye Test and Glasses Policy-** To resolve the policy and suggested cost is fit for purpose.

### **11. Purton Parking questionnaire -**

A) To receive a summary of the questionnaire results.

B) To consider if any, what next steps to take.

C) To consider if the Scouts & Guides have exclusive use of the green area at Purton car park.

**12. Matters Pending list- To note** the matters pending.

**13. Park Reports-**

**13.1** Councilors to **note** the Park reports.

**13.2** To receive a report from the Cllr Billington relating to park issues if needed. –

**14. Chairs Report-** To receive a report from the Chairman

**15. Clerks Report-** To receive a report from the Clerk.

**16. 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.

**17. Date of next meeting** – August 17<sup>th</sup> 2021 (Last date for agenda items Tuesday 10<sup>th</sup> August)

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