

**HINTON  
PARISH  
COUNCIL**

11/5/2020

**NOTICE OF MEETING**

You are invited to attend the **Annual Council meeting of Hinton Parish Council**, which will be held on **Tuesday 19<sup>th</sup> May 2020**, by Zoom Virtual Meeting commencing at **7.00pm**. Please find the agenda set out below. To access the meeting please email the Clerk on [Clerk2hpc@hotmail.com](mailto:Clerk2hpc@hotmail.com) for the password.

*Lesley Agomans*

Clerk to the Council

**OPEN FORUM -**

**Opportunity for members of the public to raise issues with the Council. (2 mins Max. pp, no more than 15 mins total) Once the meeting has been opened, no further comment may be taken with out the agreement of the Chairman.**

**AGENDA**

1.	<b>Election of Chair –</b> To receive nominations and elect the Chair of the Council To accept the declaration of office for the Chair. <b>(Sign at next available meeting)</b>
2.	<b>Election of vice Chair-</b> To receive nominations and elect the Vice Chair of the Council To accept the declaration of office for the Vice Chair
3.	<b>Apologies &amp; Absence-</b> To receive apologies and note absence
4.	<b>Declarations of interest.</b> To receive declarations from Councillors, any DPI 's ( <b>disclosable pecuniary interest</b> or simply an interest termed a <b>personal interest</b> in the Code the Council adopted) relating to any items on the agenda for 19 <sup>th</sup> May 2020
5.	<b>Delegated Powers (Covid 19)</b> To agree that the Clerk was given delegated powers for all needs (online banking included) as from 23 <sup>rd</sup> March 2020 (Lockdown) until the end of lockdown.
6.	<b>District &amp; County Councillors report-</b> To receive a report from the District & County Councillors if in attendance.
7.	<b>Minutes of the last meeting</b> To confirm and sign the minutes of the meeting held on Tuesday Feb 18th 2020 (distributed by email & hand).
8.	<b>Committee Meetings -To note</b> the minutes from the Finance meeting held 3 <sup>rd</sup> March <b>Clrs to note the minutes</b>
9.	<b>Representatives &amp; Committee Members-</b> To appoint members to various Committees & Organisations- See attached list.

10.	<p><b>Hinton Parish Council Accounts 2019/2020</b></p> <p>A) To approve the Annual Government statement Part 1-</p> <p>B) To adopt the Accounts (Part 2 accounting statements) for the Financial Year Ending 31st March 2020</p> <p>C) To note the Internal Auditors report (Sent to all by email)</p>
11.	<p><b>Council working documents</b></p> <p><b>To confirm that the following documents are still fit for purpose.</b></p> <p>Asset Register – Up to date</p> <p>Standing Orders – Up to date</p> <p>Risk Management Policy- Up to date</p> <p>Bully, Complaints etc -All up to date.</p> <p>Financial Regulations – Up to date</p> <p><b>To note the above documents have recently been updated and are adequate for the new Financial year. Amended allotment agreement being updated.</b></p> <p><b>To note and agree the above.</b></p> <p><b>Parish Council Insurance- To view and consider quotations</b></p>
12.	<p><b>Auto-enrolment pensions-</b> To note that on 25 February, Hinton PC re-declared its compliance with the Pensions Regulator for auto-enrolment pensions. There is currently one employee enrolled.</p>
13.	<p><b>Berkeley Burial Board Contribution 20/21</b></p> <p><b>To consider the contribution of £2328.93 to the Berkeley Burial Board</b></p>
14.	<p><b>Severn Voice – Cllr Brown- Temporary Speed Camera</b> At the last meeting (Feb), Cllr Brown gave a report on the Severn voice meeting he attended. At no cost HPC can place a speed camera in the village for 1-2 weeks. Cllr Brown would like to propose that we use this camera in the village.</p> <p><b>To discuss and consider the above</b></p>
15.	<p><b>Cllr Brown- Cllr Brown would like to propose the following items-</b></p> <p>A) Recreation field/Rugby area -To propose improvement to Rugby pitch.</p> <p>B) Sharpness Development (Paul Fong) – To propose to Council the next steps, i.e. talk to Hamfallow</p>
16.	<p><b>Precept</b> - Cllr Brown would like to have an unspecified discussion with the Council regarding the precept.</p>
17.	<p><b>Clerks Report-</b></p>
18.	<p><b>Purton Car park notice-</b> Cllr Richardson forward to all a notice he would like to erect in the car park notice board-</p> <p><b>To consider the above.</b></p>
19.	<p><b>Councillors Report</b> - A brief report from Cllrs to bring members up to date on Parish matters since the last meeting.</p> <p><b>No decisions can be made under this heading but can be an agenda item for the next meeting.</b></p>
20.	<p><b>Date of next meetings-</b> To note the dates for the first committee meetings after this evening- <b>To note that the Annual Parish Meeting due on 28<sup>th</sup> April is postponed indefinitely because of government restrictions on gatherings of more than two people.</b></p> <p><b>Planning &amp; Finance June 2<sup>nd</sup> 2020 (Zoom)</b></p> <p>To note the dates for Full Council meetings for the year ahead (currently the council meets on the 3rd Tuesday of the month except in December when there is no meeting of full Council unless really necessary.)</p> <p><b>Next Full meeting 16<sup>th</sup> June 2020</b></p>

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