

Charlton Kings Parish Council

26 Church Street Church Piece Charlton Kings Cheltenham GL53 8AR

PUBLIC NOTICE OF MEETING AND AGENDA AS CIRCULATED TO ALL MEMBERS OF CHARLTON KINGS PARISH COUNCIL

You are hereby summoned to a **virtual meeting** of the Parish Council to be held on Monday 25th January 2021 at **7.00 pm**.

NB: This meeting is allowable under the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 ("the 2020 Regulations") which came into force on 4th April 2020 in response to the COVID-19 outbreak. The 2020 Regulations enable local councils to hold remote meetings (including by video and telephone conferencing) for a specified period until May 2021.

Joanna Noles

Mrs Joanna Noles
Clerk to the Parish Council
18th January 2021

How to access the meeting

Members of the public who want to attend the virtual meeting should contact the Clerk on clerk@charltonkingsparishcouncil.gov.uk ideally by 12.00 on the day of the meeting to request an invitation. Invitations will not be issued to members of the public after the start of the meeting.

AGENDA

- 184/20/21** **Recording and filming of meetings** The Chair will ask those present if any member of the public is intending to record or film the meeting.
- 185/20/21** **Public session** The Chair will ask members of the public if they wish to address the Council in the public session from 7.00 pm until 7.10 pm. *NB: Please contact the Clerk on clerk@charltonkingsparishcouncil.gov.uk if you have any queries about how to do this at a virtual meeting.*
- 186/20/21** **Apologies** to be received.
- 187/20/21** **Declarations of interest** To receive declarations of interest in respect of agenda items below (Localism Act 2011).
- 188/20/21** **Filling of casual vacancies**
- To resolve to close the meeting to members of the public while applications for co-option are being considered
 - To consider applications for co-option to the council from Ian Gosling and Katie Gosling
 - To receive an update on filling of casual vacancies
- 189/20/21** **Minutes of previous meeting** To approve the minutes of the Full Council Meeting held on 21st December 2020 (previously circulated) as being an accurate record of the meeting.
- 190/20/21** **Reports or apologies from County and Borough Councillors** To receive written reports or apologies from County and Borough Councillors
- 191/20/21** **Budget and precept for 2021/22** To approve the budget for 2021/22 and to agree the precept.
- 192/20/21** **Interim report from Internal Auditor**
- To note the interim report and agree any actions arising from it

- To note the Letter of Engagement and confirm that its contents are understood and accurately reflect the services that the council has instructed the internal auditor to provide

193/20/21 **Monthly Accounts** To approve the monthly accounts to 31st December 2020 (previously circulated).

194/20/21 **Payments** To ratify the payments list (previously circulated) showing payments made in December 2020

195/20/21 **Financial matters**

- **Easy Access Allotment plot**
 - To consider formal retraction of appointment of AW Fencing which was agreed at the July 2020 Full Council meeting
 - To consider an additional quote from a new supplier
- **Deer Fencing** To consider request for budget adjustment in 2020-21 for deer fencing for allotments

196/20/21 **Staffing Working Group** To receive an update from Cllr Honeywill (previously circulated)

197/20/21 **Kings Hall Working Group** To receive an update from Cllr O’Sullivan

198/20/21 **Grange Field Working Group**

- To receive an update from Cllr Palmer
- To consider the way forward in relation to the proposed “all-weather” exercise path

199/20/21 **CK Futures** To receive an update from Cllr Parnham (previously circulated)

200/20/21 **Governance**

- To consider adoption of a model for succession planning (previously circulated)
- To consider adoption of revised Financial Regulations to reflect policy for grant applications (previously circulated)

NB: The current Financial Regulations are listed as 11a in the list of Policies and Procedures on the Parish Council website at <https://www.charltonkingsparishcouncil.gov.uk/policies-and-procedures.html>

FOR INFORMATION – Written reports in relation to any of the items in this section may be submitted to the Clerk for circulation in advance of the meeting. Verbal reports will be by exception if there is a critical issue to raise or a question to be answered from another Councillor.

201/20/21 **Update on Standing Committees** The minutes of all Standing Committee meetings are available on the Parish Council website.

- Allotments
- Community Development
- Finance and General Purposes
- Planning – 11th and 18th January 2021

202/20/21 **External meetings and consultations** To receive written reports in advance of the meeting regarding meetings attended by Councillors and Clerk, and on any input to consultations including:

- C5 with Cheltenham Borough Council on 13th January from Cllr Williams (previously circulated)
- Cheltenham Zero Webinar on 12th January from Cllr Parnham (previously circulated)
- Meeting with Gloucestershire Highways from Cllrs Grimshaw and Palmer

203/20/21 **External reports for information** To receive written reports in advance of the meeting on matters for information

FINAL

204/20/21

Communications and Community Engagement

- To confirm the list of items and authors (previously circulated) for the February 2021 Parish Council Newsletter. Suggested additions or amendments to the list to be emailed to the Clerk in advance of the meeting.
- To agree the topic for the March 2021 Local Answer article

205/20/21

Any other business To report on any matters for information.

Date of next meeting: Full Council meeting - Monday, 22nd February 2021 at 7.00 pm

Clerk: J Noles Tel: 01242 250087 email: clerk@charltonkingsparishcouncil.gov.uk website: www.charltonkingsparishcouncil.gov.uk