



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 meeting of the Parish Council to be held on **Monday 26th July 2021 at 7.00 pm in the Stanton Hall, Church Piece, Charlton Kings GL53 8AR.**

Joanna Noles

Mrs Joanna Noles
Clerk to the Parish Council
19th July 2021

The legislation that permitted virtual meetings ended on 7th May 2021 so we are now required to hold all in-person meetings for Full Council and all Standing Committees. Members of the public are permitted to attend these meeting subject to the following points.

- Members of the public who wish to attend the meeting will be asked to form a socially-distanced queue at the main entrance to the Stanton Hall (by the Library) until they are given access to the building by a Councillor or member of staff immediately prior to the start of the meeting.
- Members of the public will be asked to wear face masks, unless exempt from doing so under current government legislation, and use the hand-sanitizer provided at the entrance. Face masks may be removed if everyone present at the meeting is comfortable with this. Members of the public will be asked to provide their name and contact details on entry.
- Members of the public must proceed as directed to their seat at the meeting and remain in it until the end of the meeting.
- MEMBERS OF THE PUBLIC MUST CONTACT clerk@charltonkingsparishcouncil.gov.uk if they develop COVID-19 within 14 days of the date of the meeting.
- MEMBERS OF THE PUBLIC WHO FEEL UNWELL MUST NOT ENTER THE BUILDING. You must return home and follow government guidance.
- IF YOU ARE IN A VULNERABLE CATEGORY, OR OVER 70, YOU ARE ADVISED THAT YOU ENTER THIS BUILDING AT YOUR OWN RISK.
- If members of the public do not feel comfortable attending a face-to-face meeting they may submit any questions or comments in advance by 12.00 noon on the day of the meeting to officer@charltonkingsparishcouncil.gov.uk

AGENDA

- 63/21/22** **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.
- 64/21/22** **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
- 65/21/22** **Issues raised by members of the public in advance of the meeting**
- 66/21/22** **Apologies** to be received.
- 67/21/22** **Declarations of interest** To receive declarations of interest in respect of agenda items below (Localism Act 2011).
- 68/21/22** **Minutes of previous meeting** To approve the minutes of the Full Council Meeting held on 28th June 2021 (previously circulated) as being an accurate record of the meeting.
- 69/21/22** **Reports or apologies from County and Borough Councillors** To receive written reports or apologies from County and Borough Councillors (Cheltenham Charter 2021).

- 70/21/22** **Monthly Accounts** To approve the monthly accounts to 30th June 2021 (previously circulated).
- 71/21/22** **Payments** To ratify the payments list (previously circulated) showing payments made in June 2021
- 72/21/22** **Financial matters**
- To consider a donation to Cotswold Wardens in thanks for their work in relation to the Parish Council's Rights of Way projects
 - To consider renewal of Office365 licences by TechOp
 - To note any unspent balance against budget in relation to the Church Piece upgrade project and, if appropriate, to consider how this might be used
- 73/21/22** **Strategic three-year financial forecast** To agree the strategic three-year financial forecast (previously circulated) for publication on the Parish Council website
- 74/21/22** **Local Council Award Scheme – Quality Gold Award submission**
- To confirm by resolution that the Council recognises its duty in relation to bio-diversity and crime
 - To confirm by resolution that all documentation and information is in place to support an application for the Quality Gold Award
 - To confirm by resolution that an application for the Quality Gold Award should be submitted
- 75/21/22** **Community Development Officer** To confirm the appointment of the successful candidate for this new role
- 76/21/22** **Kings Hall Working Group** To receive an update from Cllr O'Sullivan and agree the way forward, if appropriate
- 77/21/22** **Youth Work** To receive a report from Cllr Williams on the first meeting of the Charlton Kings youth work stakeholders group on 15th July 2021
- 78/21/22** **Restoring Cheltenham's Escarpment Grasslands (RCEG) project**
- To receive an update from Cllr Williams
 - To re-consider obtaining legal advice in relation to the collaboration agreement regarding the Restoring Cheltenham's Escarpment Grasslands project (paper from Cllr Williams previously circulated)
 - To receive a recommendation from the RCEG Steering Group and agree the contract for a "robocut" of Ravensgate Common subject to receipt of grant monies
 - To receive a recommendation from the RCEG Steering Group and agree the contract for remedial works to sections of the Cotswold Way subject to receipt of grant monies
- 79/21/22** **Community Grant Application** To consider the following application for a Community Grant:
- Friends of Charlton Kings
- 80/21/22** **Letter to Cheltenham Trust** To consider writing to the Cheltenham Trust regarding withdrawal of support for senior walking groups
- 81/21/22** **Governance**

- To consider for approval an update to the Financial Regulations to reflect the policy for making grant applications and receiving gifts or donations (previously circulated)
- To consider adoption of updated Terms of Reference for the Community Development Committee (previously circulated)

82/21/22

Communications and Community Engagement

- To receive a report on the meeting of the Communications and Community Engagement Working Group on 13th July 2021
- To agree the way forward regarding re-design and upgrade of the Parish Council website including agreement of the budget for the work
- To confirm the list of items and authors (previously circulated) for the August 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 September 2021 Local Answer article

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.

83/21/22

Update on key projects To receive written reports on key projects as applicable

- CK Futures (Cllr Parnham)
- CK Health Connect (Cllr Johnson)
- Grange Field including report on meeting with local residents on 21st July (Cllr Palmer)

84/21/22

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

85/21/22

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.

- C5 group meeting – 7th July 2021 (Cllr Williams)

86/21/22

External reports for information To receive written reports in advance of the meeting on matters for information

87/21/22

Any other business To report on any matters for information including:

Date of next meeting: Full Council Meeting - Monday, 23rd August 2021 at 7.00 pm