

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 26th October 2020 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
19th October 2020

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

- 119/20/21** **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.
- 120/20/21** **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.*
- 121/20/21** **Apologies** to be received.
- 122/20/21** **Declarations of interest** To receive declarations of interest in respect of agenda items below (Localism Act 2011).
- 123/20/21** **Minutes of previous meeting** To approve the minutes of the Full Council Meeting held on 28th September 2020 (previously circulated) as being an accurate record of the meeting.
- 124/20/21** **Filling of Councillor vacancies** To receive an update from the Clerk
- 125/20/21** **Reports or apologies from County and Borough Councillors** To receive reports or apologies from County and Borough Councillors
- 126/20/21** **Youth Work** To receive a written and verbal report on the grant made to Charlton Kings Youth and Community Centre to support youth work during summer 2020
- 127/20/21** **Strategy Day** To agree the way forward following the Strategy Day on 10th October 2020:
- **Key outcomes** To note a summary of the key outcomes from the Strategy Day and agree the way forward (previously circulated)
 - **Kings Hall** To agree membership and format for a task and finish group which will bring a portfolio of project options to Full Council for approval in due course

- **Parish Office staffing** To agree membership and format for a task and finish group which will consider the staffing structure that is required to deliver future projects and bring a proposal to Full Council for approval in due course

128/20/21 **Tree Strategy** To agree the strategy (previously circulated)

129/20/21 **Waste Nothing Challenge** To consider participation in this initiative

130/20/21 **Community Infrastructure Levy (CIL)** To note CIL allocation received in October 2020 and agree way forward regarding management and spending of the money

131/20/21 **External Audit – Notice of Conclusion** To note that the Notice of Conclusion has been received from PKF Littlejohn

132/20/21 **Monthly Accounts** To approve the monthly accounts to 30th September 2020 (previously circulated).

133/20/21 **Payments** To ratify the payments list (previously circulated) showing payments made in September 2020

134/20/21 **Unity Trust Bank** To agree transfer of Rights of Way earmarked reserve funds from Lloyds Bank Account to new Unity Trust Bank Account

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.

135/20/21 **Update on Standing Committees** The minutes of all Standing Committee meetings are available on the Parish Council website.

- Allotments – 12th October 2020
- Community Development
- Finance and General Purposes
- Planning – 5th and 19th October 2020

136/20/21 **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.

- Virtual seminar by Cheltenham Borough Council's Head of Planning on proposed changes to the planning system – 30th September 2020
- Virtual Society of Local Council Clerks' Annual Conference – 12th to 16th October 2020 *see Clerk's report*)

137/20/21 **Clerk's report** To receive a written report (previously circulated) from the Clerk

138/20/21 **Communications and Community Engagement**

- To note the list of items (previously circulated) for the November 2020 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 December 2020 Local Answer article

139/20/21 **Any other business** To report on any matters for information.

Date of next meeting: Full Council meeting - Monday, 30th November 2020 at 7.00 pm