

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 the Annual Meeting of the Parish Council on Monday 27th June 2022 at 7.00 pm in the Stanton Hall, Church Piece, Charlton Kings GL53 8AR.

Joanna Noles

Mrs Joanna Noles
Clerk to the Parish Council
20th June 2022

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 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 clerk@charltonkingsparishcouncil.gov.uk

AGENDA

- 42/22/23** **Recording and filming of meetings** The Chair will ask all those present if any member of the public is intending to record or film the meeting.
- 43/22/23** **Apologies** to be received
- 44/22/23** **Declarations of interest** To receive declarations of interest in respect of agenda items below (Localism Act 2011)
- 45/22/23** **Public session** The Chair will ask members of the public if they wish to address the Council in the public session.
- 46/22/23** **Issues raised by members of the public in advance of the meeting**
- 47/22/23** **Minutes of previous meeting** To approve the minutes of the Annual Meeting of the Parish Council on 23rd May 2022 (previously circulated) as being an accurate record of the meeting.
- 48/22/23** **Reports and apologies from County and Borough Councillors** To receive reports or apologies from County and Borough Councillors
- 49/22/23** **Vacancies on Parish Council** To note that there are three vacancies on the Parish Council and agree the way forward

FINAL

- 50/22/23** **Monthly Accounts** To approve the monthly accounts to 31st May 2022 (previously circulated)
- 51/22/23** **Payments** To ratify the payments list (previously circulated) showing payments made in May 2022
- 52/22/23** **Financial matters**
- To consider a recommendation from the Finance and General Purposes Committee that salaries are re-apportioned across cost centres in 2022-23 as set out in the supporting paper to this item.
 - To consider approval of a payment for clearance work at Beeches car park and, if applicable, to agree the budget from which it will be made
- 53/22/23** **Work experience placement** To consider a request for a work experience placement in the Parish Office
- 54/22/23** **Governance**
- To consider a recommendation from the Finance and General Purposes Committee that the Risk Management Schedule is updated in relation to due diligence regarding partner organisations
 - To consider approval of updated Investment Policy
 - To consider approval of Child Protection Policy (required for work experience placement)
- 55/22/23** **Rights of Way**
- To receive an update from Cllrs Gosling and Holt
 - To consider a project proposal form from Cllr Gosling for an updated Walking Maps project
 - If the updated Walking Maps project is agreed, to cancel the order to Shelley Signs for production of information boards
 - To consider quotes for improvements to ZCK48 and agree a contractor
- 56/22/23** **Restoring Cheltenham's Escarpment Grasslands Project**
- To cancel the order to Sto Agricultural Ltd, which was approved at the Full Council meeting on 25th April 2022, as it has been superseded by a revised quote
 - To consider transfer of Cow Collars and Cattle Crush to Cheltenham Borough Council
- 57/22/23** **Youth Work**
- To receive an update from Cllr Johnson
 - To agree the way forward in relation to funding of £5,000 to Inspire to Aspire, agreed at the Full Council meeting on 28th February 2022, towards a youth club in Charlton Kings
- 58/22/23** **Routine maintenance**
- To consider a recommendation from the Community Assets Committee that a Working Group is set up to develop a co-ordinated approach to routine maintenance across all cost centres
- 59/22/23** **Community Grants and Support**
- To consider a recommendation from the Community Assets Committee that a Working Group is set up to review the criteria and process for making Community Grants.
 - To consider a Community Grant and Support application from Charlton Kings Local History Society
 - To consider a Community Grant and Support application from Let's Cook with Josie

- 60/22/23** **Communications and Community Engagement**
- To consider a request from the British Library to include the Parish Council website in its digital archive
 - To receive a report from Cllr Parnham on the Communications Working Group meeting on 23rd June 2022
 - To note that the Community Engagement Officer has been in contact with authors for the July 2022 Parish Council Newsletter.
 - To note the topic for the August 2022 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.

- 61/22/23** **Update on key projects** To receive written reports on key projects as applicable
- CK Futures (Cllr Parnham)
 - CK Health Connect (Cllr Johnson)
 - Grange Field (Cllr Palmer)

- 62/22/23** **Update on Standing Committees** The minutes of all Standing Committee meetings are available on the Parish Council website.
- Allotments (Cllr Hawkins)
 - Community Assets (Cllr Munro)
 - Community Engagement and Wellbeing (Cllr Palmer)
 - Finance and General Purposes (Cllr Gandhi)
 - Planning (Cllr Grimshaw)

- 63/22/23** **External reports for information** To receive written reports in advance of the meeting on matters for information

- 64/22/23** **Any other business** To report on any matters for information

Date of next meeting: Full Council Meeting – Monday, 25th July 2022 at 7.00 pm