

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 28th June 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
21st June 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.

- The COVID-19 socially distanced capacity for the venue is assessed for each meeting, taking into account the number of Councillors and staff members who will attend the meeting. On this basis, the number of members of the public who may be admitted to this meeting is 6. Access is given on a "first-come-first-served" basis and we cannot admit more than the stated number to the meeting.
- Members of the public who wish to attend the meeting must 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 must wear face masks at all times, unless exempt from doing so under current government legislation, and use the hand-sanitizer provided at the entrance. They 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.
- A Councillor or member of staff will direct members of the public to leave, one-by-one, in a socially-distanced way at the end 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 clerk@charltonkingsparishcouncil.gov.uk

AGENDA

- 37/21/22** **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.
- 38/21/22** **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
- 39/21/22** **Issues raised by members of the public in advance of the meeting**
- 40/21/22** **Presentation by Gill Cocks on the EcoExchange project**
- 41/21/22** **Apologies** to be received.
- 42/21/22** **Declarations of interest** To receive declarations of interest in respect of agenda items below (Localism Act 2011).
- 43/21/22** **Minutes of previous meeting** To approve the minutes of the Annual Meeting held on 24th May 2021 (previously circulated) as being an accurate record of the meeting.

FINAL

- 44/21/22 Reports or apologies from County and Borough Councillors** To receive written reports or apologies from County and Borough Councillors
- 45/21/22 Monthly Accounts** To approve the monthly accounts to 31st May 2021 (previously circulated).
- 46/21/22 Payments** To ratify the payments list (previously circulated) showing payments made in May 2021
- 47/21/22 Financial matters**
- To consider purchase of a computer and screen for the new Community Development Officer
 - To agree purchase of annual licence for Scribe
 - To consider purchase of noticeboards
- 48/21/22 New bank account**
- To consider setting up of a new bank account to allow funds to be split in accordance with the Investment Policy
 - To agree signatories for the new bank account
- 49/21/22 Kings Hall Working Group** To receive an update from Cllr O’Sullivan
- 50/21/22 CK Health Connect** To receive an update presentation from Cllr Johnson
- 51/21/22 Youth Work** To agree the way forward in relation to a “stakeholders” group for youth work in Charlton Kings
- 52/21/22 Restoring Cheltenham’s Limestone Grasslands Project**
- To agree project proforma produced by Cllr Williams
 - To agree signature of the collaboration agreement in relation to the project, produced by Cheltenham Borough Council
 - To consider purchase of stone for use by the Restoring Cheltenham’s Limestone Grasslands Project
- 53/21/22 Letter to Police and Crime Commissioner** To consider whether a letter should be sent to the Crime Commissioner by the Clerk and to agree content
- 54/21/22 Governance**
- To consider for approval an updated Records Management Policy (previously circulated)
- 55/21/22 Community Grant Application** To consider the following application for a Community Grant:
- Sue Ryder Leckhampton Hospice
- 56/21/22 Communications and Community Engagement**
- To receive a report on the meeting of the Communications and Community Engagement Working Group on 25th June 2021
 - To confirm the list of items and authors (previously circulated) for the July 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 August 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.

- 57/21/22 Update on key projects** To receive written reports on key projects as applicable

- CK Futures (Cllr Parnham)
- Grange Field (Cllr Palmer)

58/21/22 **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

59/21/22 **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.

60/21/22 **External reports for information** To receive written reports in advance of the meeting on matters for information

61/21/22 **Arrangements for Full Council meetings on 26th July and 23rd August**

62/21/22 **Any other business** To report on any matters for information including:

Date of next meeting: Annual Meeting - Monday, 26th July 2021 at 7.00 pm