

# 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 28<sup>th</sup> March 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  
21<sup>st</sup> March 2022

The legislation that permitted virtual meetings ended on 7<sup>th</sup> 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 MUST CONTACT [clerk@charltonkingsparishcouncil.gov.uk](mailto: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 [clerk@charltonkingsparishcouncil.gov.uk](mailto:clerk@charltonkingsparishcouncil.gov.uk)

## **AGENDA**

- 252/21/22**                      **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.
- 253/21/22**                      **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
- 254/21/22**                      **Issues raised by members of the public in advance of the meeting** To consider any issues and agree a response.
- 255/21/22**                      **Apologies** to be received.
- 256/21/22**                      **Declarations of interest** To receive declarations of interest in respect of agenda items below (Localism Act 2011).
- 257/21/22**                      **Minutes of previous meeting** To approve the minutes of the Full Council Meeting held on 28<sup>th</sup> February 2022 (previously circulated) as being accurate records of the meeting.
- 258/21/22**                      **Reports or apologies from County and Borough Councillors** To receive written reports or apologies from County and Borough Councillors (Cheltenham Charter 2021).
- 259/21/22**                      **CK Health Connect**
- To receive an update from Cllr Johnson
  - To receive a presentation on the youth mental health survey from Emily Vincent

- 260/21/22** **Monthly Accounts** To approve the monthly accounts to 28<sup>th</sup> February 2022 (previously circulated).
- 261/21/22** **Payments** To ratify the payments list (previously circulated) showing payments made in February 2022
- 262/21/22** **Financial matters**
- To consider renewal of membership of Gloucestershire Association of Parish and Town Councils in 2022-23
  - To consider quotes for mowing of the allotments and St. Mary's churchyard in 2022-23 and to appoint a contractor
  - To consider and agree quotes for window cleaning and bus shelter cleaning in 2022-23
  - To confirm budget and payment for speed monitoring on A40
  - To note that the Community Assets Committee recommends that the plan to replace bench lighting in Church Piece is no longer pursued
- 263/21/22** **Governance**
- To review and approve updated Terms of Reference for the Finance and General Purposes Committee
  - To review and approve updated Terms of Reference for the Community Assets Committee
  - To consider for approval, on the recommendation of the Finance and General Purposes Committee, a new policy regarding staff use of personal mobile telephones and computers
- 264/21/22** **Grange Field**
- To receive an update from Cllr Palmer
  - To agree an additional quote for security fencing in relation to the installation of the access path and other improvements and to confirm that this would be taken from the Community Infrastructure Levy funding
  - To consider a quote for signs on Grange Field, agree a contractor and confirm budget for this project, if applicable
- 265/21/22** **Rights of Way**
- To consider a report from Cllrs Gosling and Reid regarding the way forward for the "Walking Maps" project
- 266/21/22** **Community Grants and support for partner organisations**
- To review Community Grants made in 2021-22
  - To consider policy and application guidelines for Community Grants and agree any amendments prior to the start of the 2022-23 funding period
  - To confirm free meeting space and other support to current partner organisations in 2022-23
- 267/21/22** **Volunteering**
- To note and agree the suggested way forward to promote volunteering, and support volunteers, in relation to Parish Council projects and those of partner organisations
- 268/21/22** **Councillor training and support**
- To consider and agree the updated procedures for Councillor training and support
- 269/21/22** **Armed Forces Covenant** To consider signing the Armed Forces Covenant
- 270/21/22** **Election arrangements** To receive an update on the arrangements for the election on 5<sup>th</sup> May 2022

271/21/22

**Meeting Date for Annual Meeting**

- To consider changing the date of the Annual Meeting to 23rd May 2022
- If agreed, to consider changing the date of the Planning Committee meeting on that date to 30th May 2022

272/21/22

**Communications and Community Engagement**

- To receive a report from the Communications Working Group.
- To note that the Community Engagement Officer has been in contact with authors for the April 2022 Parish Council Newsletter.
- To note the topic for the May 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.**

273/21/22

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

- Allotments
- Community Assets
- Community Engagement and Wellbeing
- Finance and General Purposes
- Planning

274/21/22

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

- CK Futures (Cllr Parnham)
- Restoring Cheltenham's Escarpment Grasslands Project (Cllr Williams)

275/21/22

**External meetings and consultations** To receive written reports in advance of the meeting or brief verbal updates regarding meetings attended by Councillors and Clerk, and on any input to consultations.

276/21/22

**Any other business** To report on any matters for information

Date of next meeting: Full Council Meeting - Monday, 25<sup>th</sup> April 2022 at 7.00 pm