



STOKE ORCHARD & TREDINGTON PARISH COUNCIL
www.stokeorchardandtredington.org.uk

To all members of the Parish Council:

You are summoned to attend the Annual Meeting of the Stoke Orchard and Tredington Parish Council to be held at **7.00pm** on **Tuesday 3rd May 2022** at **Stoke Orchard Community Centre** for the transaction of business on the following agenda.

Members of the public and press are also invited and encouraged to attend - Public Bodies (Admission to Meetings) Act 1960

Signed

Michelle Hinde

Parish Clerk

Email: clerk@sotpc.co.uk

26th April 2022

ANNUAL MEETING OF STOKE ORCHARD & TREDINGTON PARISH COUNCIL AGENDA

- 1** To elect Chairman and Vice Chairman, Acceptance of Office forms to be signed
- 2** The Chairman will formally ask if anyone is intending recording or filming the meeting
- 3** To receive comments from the public - no decisions will be made on issues raised. Any items requiring decisions will be added to the agenda for the next meeting (NB Councils cannot lawfully decide items of business that are not specified on the agenda (LGA1972 Sch 12, paras 10(2)(b) and Longfield Parish Council v Wright (1918) 88 LJ Ch 119)
- 4** To receive and approve apologies for absence
- 5** To receive declarations of interest for items on the agenda below, including Disclosable Pecuniary Interests they may have in agenda items that accord with the requirements of the Parish Council's Code of Conduct and to consider any prior requests from members for Dispensations that accord with Localism Act 2011 s33(b-e) (NB this does not preclude any later declarations)
- 6** To confirm and sign the Minutes of the Parish Council Meetings held remotely on 5 April 2022
- 7** To receive the Clerk's Report
- 8** To receive a report from the Borough Councillor
- 9** To receive a report from the County Councillor
- 10 Finance, all documents circulated prior to the meeting**
 - a) To approve payment list/those paid since last meeting to note receipts and agree actions
 - b) To approve bank reconciliation and budget monitoring report
 - c) To review bank signatories
- 11** To receive update on Parish Council procedures and resolve to agree actions:
 - a) To review subscriptions to other bodies and agree actions
 - b) To confirm arrangements for insurance cover in respect of all insured risks
 - c) To approve Parish Council Meeting Dates for 2022/23
 - d) To review delegation arrangements to the Clerk, committees and sub committee
 - e) To review terms of reference for committees
 - f) To agree appointment of councillors to existing committees
- 12** To review the following documents:
 - a) Standing Orders
 - b) Financial Regulations
 - c) Complaints Procedure

- d) Code of Conduct
- e) Data Protection Policy
- f) Asset Register
- 13** To consider and agree response to Planning Application No. 22/00103/FUL, Change of annex to holiday let Location Willow Cottage At Waterloo House, Stoke Road
- 14** To consider and agree response to Planning Application No. 22/00443/PIP, one dwelling, Land at Tredington Park, Tredington
- 15** To discuss Statement of Community Involvement and agree actions
- 16** To receive an update on traffic, highways, drainage, village gates, speed cameras and speeding in the village and agree actions
- 17** To review insurance quotes and agree actions
- 18** To note agenda items for the next full Parish Council meeting
- 19** Date of next meeting

Please be aware this meeting may be filmed or recorded