



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

Public Notice is given of
The Annual Meeting of Stoke Orchard and Tredington Parish Council
To be held immediately after the Annual Parish Meeting on Wednesday 8 May 2024
At Stoke Orchard Community Centre, Armstrong Road, Stoke Orchard. GL52 7SB for the
transaction of business on the following agenda

Members of the public and press are invited and encouraged to attend the meeting

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 immediately after the Annual Parish Meeting on **Wednesday 8 May 2024** at **Stoke Orchard Community Centre** for the transaction of business on the following agenda

Signed

Michelle Hinde

Parish Clerk and Responsible Financial Officer
Stoke Orchard and Tredington Parish Council
Email: clerk@sotpc.co.uk
1 May 2024

ANNUAL MEETING OF STOKE ORCHARD & TREDINGTON PARISH COUNCIL AGENDA

- 08.5.24.1** To elect Chairman and Vice Chairman, including signing Acceptance of Office forms
- 08.5.24.2** The Chairman will formally ask if anyone is intending recording or filming the meeting
- 08.5.24.3** 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)
- 08.5.24.4** To receive and approve apologies for absence
- 08.5.24.5** 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)
- 08.5.24.6** To confirm and sign the Minutes of the Parish Council Meetings held on 3 April 2024
- 08.5.24.7** To receive the Clerk's Report
- 08.5.24.8** To receive a report from the Borough Councillor
- 08.5.24.9** To receive a report from the County Councillor

08.5.24.10 Finance, all documents circulated prior to the meeting

- a) To approve payment May 2024 Payment List/those paid since last meeting, to note receipts and agree actions

Customer	Price
GAPTC Subscription	£263.42
Typecraft	£140
Cleeve Garden Services	£1200
Community Centre	£430.96
TOTAL	£2034.38

- b) To approve bank reconciliation up to 30th April 2024
c) To approve budget monitoring report up to 30th April 2024
d) To review bank signatories
e) To consider insurance renewal quotations in respect of all insured risks and agree actions
f) To agree budget for Public open space

08.5.24.11 To receive update on Parish Council procedures and resolve to agree actions

- a) To consider the adoption of a communications policy
b) To review subscriptions to other bodies
c) To approve Parish Council Meeting Dates for 2024/25
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
g) To consider the adoption of 2 pre payment cards for councillor expenses and clerk expenses

08.5.24.12 To review the following documents and agree actions:

- a) Standing Orders
b) Code of Conduct
c) Financial Regulations
d) Complaints Procedure
e) Data Protection Policy
f) Asset Register
g) Action Plan
h) Asset Management Plan
i) Grants and Donations Policy
j) Publication Scheme

08.5.24.13 Planning - to consider and agree response to the following Planning Consultation:

- a) Planning Application No. 24/0010/TWMAJW, Grundon Waste Management
b) Planning Consultation 23/00755/FUL – Roseleigh Stoke Road Stoke Orchard Cheltenham
c) Planning Consultation - 23/00465/FUL - 4 Llanthony Cottages Tredington Tewkesbury Gloucestershire

08.5.24.14 To review asset checks carried out in 2023/24 and agree actions

08.5.24.15 To receive an update on the proposed pump track and agree actions

08.5.24.16 To receive an update with regard to the Business Rates for the Community Centre and agree actions

08.5.24.17 To receive an update regarding the land by the chapel and discuss the purchase of a weed burner agree actions

08.5.24.18 To receive an update with regards to Tredington Bridge and agree actions

08.5.24.19 To receive an update on playground, MUGA and other public areas

- 08.5.24.20** To receive an update on M5 Junction 10 and agree actions
- 08.5.24.21** To receive an update on the legal agreement between Stoke Orchard Hub Limited and the Parish Council and agree actions
- 08.5.24.22** To review action list and any outstanding actions
- 08.5.24.23** To note agenda items for the next full Parish Council meeting
- 08.5.24.24** Date of next meeting 3rd July

Please be aware this meeting may be filmed or recorded

Please follow the Stoke Orchard and Tredington Parish Council page on Facebook for the latest updates