



**Public Notice is given of the Annual Meeting of
Ashchurch Rural Parish Council**

**To be held at 6.30pm on Monday 16 May 2022 in
The Dunlop Room at The Devereux Centre, Barton Road,
Tewkesbury. GL20 5GJ 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 Ashchurch Rural Parish Council

Councillors are hereby summoned to attend **the Annual Meeting of Ashchurch Rural Parish Council** to be held on **Monday 16 May 2022** in the **Dunlop Room of the Devereux Centre, Tewkesbury** commencing at **6.30pm** for the transaction of business on the following agenda.

Signed

Jules Owen PSLCC

Parish Clerk and Responsible Financial Officer

Email: clerk@ashchurchruralpc.org.uk

10 May 2022

AGENDA

1. To elect Chairman and Vice-Chairman, including signing Acceptance of Office forms
2. To receive and approve apologies for absence and confirm the meeting is quorate
3. To receive comments from members of the public – no decisions will be made on issues raised, items requiring decisions will be added to the agenda for the next meeting
4. To receive declarations of interest for items on the agenda below, including Disclosable Pecuniary Interests that members 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 the Localism Act 2011 Section 33(b-e). (NB this does not preclude any later declarations)
5. To confirm and sign the Minutes of the Parish Council Meetings held on 25 April 2022 circulated to members prior to the meeting
6. To receive the Clerk's Report
7. To received details of decisions made under delegated authority since the last meeting on 25 April 2022
8. To receive a report from the Borough Councillor (last attended 20 September 2021)
9. To receive a report from the County Councillor (last attended 25 April 2022)
10. To approve the draft Risk Management Policy and agree actions
11. To consider Schedule of Policies with proposed renewal dates and agree actions
12. **Finances – documents circulated prior to the meeting**
 - a) To approve the May 2022 Payment List/those paid since the last meeting and to note receipts
 - b) To approve the bank reconciliation
 - c) To receive the Budget Monitoring Report
 - d) To consider Unit Trust Bank Multipay Credit Card for use by the Clerk and agree actions
 - e) To consider the Clerk's attendance at SLCC National Conference and agree actions
 - f) To approve the annual accounts and bank reconciliation for Year End 31 March 2022
 - g) To approve updated Asset Register

- h) To receive the Internal Auditors Report
 - i) To approve the Annual Governance Statement 2021-22 (AGAR Section 1) for external auditors, PKF Littlejohn
 - j) To approve the Accounting Statement 2021-22 (AGAR Section 2) for external auditors, PKF Littlejohn
 - k) To agree dates for the Exercise of Public Rights to Inspect the Draft Accounts
13. To receive an update on the following Parish Council procedures and resolve to agree actions:
- a) To review subscriptions to other bodies
 - 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-committees
 - e) To establish the Staffing Committee as a Sub-committee of the Finance and General Purposes Committee
 - f) To agree appointment of Councillors to existing committees
14. To receive an update on the Taxi Voucher Scheme and agree actions
15. To receive an update on the Neighbourhood Development Plan and agree actions
16. To receive update on the Settlement Audit and agree actions
17. To receive the printed newsletter, consider distribution and agree actions
18. To receive an update on the refurbishment of the lay-by in Fiddington Lane and agree actions
19. To receive an update on highway matters including the crossing at Barleyfields and agree actions
20. To discuss land use in Pamington reference S106 funds and agree actions
21. To receive an update on the telephone box and a new defibrillator for Fiddington and agree actions
22. To consider and agree response to Tewkesbury Borough Council Public Space Protection Order (PSPO) for Dog Control consultation – closing date 6 June 2022
23. To consider a grant request from Tewkesbury Town Lights and agree actions
24. To note agenda items for the next Parish Council Meeting
25. Date of next meeting