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| **Logo, company name  Description automatically generated** | **KEMPLEY PARISH COUNCIL**  Chairman: Cllr Martin Brocklehurst  Clerk: Tim Dain – Tel: 07910 842879  Email: [clerk@kempleyparishcouncil.org](mailto:clerk@kempleyparishcouncil.org)  Website: www.kempleyparishcouncil.org |

Councillors are hereby summoned to attend the Ordinary Parish Council Meeting of **KEMPLEY PARISH COUNCIL** to be held on **Monday 10th July 2023** at **7:30pm** in Kempley Village Hall for the purpose of transacting the business set out below.

Tim Dain - Parish Clerk

**AGENDA**

1. To receive apologies for absence.
2. To receive any declarations of interests and consider written requests for dispensations.
3. To approve and sign the minutes of the Annual Parish Council Meeting held on 15th May 2023.
4. Public Open Forum

This council is committed to community participation and warmly invites members of the public to contribute during this part of the meeting, to make representations, ask questions, and give evidence in respect of any item of business included on the agenda. A total time of 15 minutes is allocated with individual representations limited to a maximum of three (3) minutes - Standing Order 3(e)-(k). Alternatively, questions/comments can be sent to the Parish Clerk at [clerk@kempleyparishcouncil.org](mailto:clerk@kempleyparishcouncil.org) who will ensure these are considered at the meeting.

After the Public Open Forum, members of the public are asked to respect the fact that this is a meeting to conduct Council business and interruptions are not permitted.

**Items For Consideration**

**Planning**

1. To respond to new planning applications:

* P0643/23/FUL - Saycells Farm, Much Marcle, Ledbury, HR8 2NP. Variation of Condition 2 (approved plans) relating to planning permission P1197/22/FUL to facilitate changes to the approved scheme.
* P0680/23/FUL - The Bakery, Fishpool, Kempley, Dymock. Erection of a single storey extension with associated works.
* P0787/23/FUL - Powells End Farm, Kempley Road, Dymock, Gloucestershire. Variation of condition 02 (approved plan) relating to P1565/20/FUL to allow for amended roof materials.

1. To note planning decisions: none

**Reports**

1. To receive reports from District and/or County Councillors (if available)
2. To receive the Clerk’s report and review Actions Tracker
3. To receive the Internal Auditor’s report:

* Objective ‘C’ of the AGAR Auditor’s Report
* Actions Tracker
* Asset checks

**Items For Exchange of Views:**

1. Emergency Plan (updates).
2. Gloucestershire County Council (GCC) Councillor Youth Fund.
3. Review of Annual Parish Meeting (APM) actions:

* Priorities for the next 12 months
* Set a date for 2024.

1. Climate Change

* FoDDC Climate Adaptation & Resilience Project.

1. Biodiversity

* Village Green maintenance
* Conservation Road Verges

1. New Village Noticeboard - design and location.
2. Forestry England - Dymock Woods Forest Plan.
3. GCC Consultation - Local Roads Feedback Survey.

**Items For Resolution & Decision:**

1. To consider distributing a letter to households regarding dog fouling.

**Documentation review**

1. To review and adopt the following policies and procedures:

* 04 Risk Assessment policy

**Financial Matters:**

1. To receive the following financial reports as of 30th June 2023:

* Bank Statement
* Bank reconciliation
* Budget monitoring report

1. To receive the Reserves Statement and approve updates made following receipt of the 2023 Precept.
2. To consider purchasing replacement flagpole rope.
3. To consider funding the purchase of a noticeboard for the Fishpool bus shelter.
4. To approve payment of a yearly Microsoft 365 subscription for use by the clerk.
5. To consider continuing ‘Domain Lock’ and ‘Domain Guard’ on the Kempley Parish Council domain (available from Ionos, annual cost of £15.00 +VAT)
6. To consider additional virus protection for the Parish Council’s laptop. (McAfee £59.99 for 2-year subscription)

**Payments & Receipts**

1. To approve the following online payments made since the last meeting:

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| --- | --- | --- | --- | --- |
| DATE | PAYMENT TYPE | DESCRIPTION | POWER | AMOUNT |
| 31/05/23 | DD | Website/IT – Website Hosting | LGA 1972 s.142 | £7.20 |
| 26/05/23 | SO | Clerk’s Salary | LGA 1972 s.112 | £241.20 |
| 13/06/23 | DD | Website/IT – Website Hosting | LGA 1972 s.142 | £7.20 |
| 26/06/23 | SO | Clerk’s Salary | LGA 1972 s.112 | £241.20 |

1. To approve the following list of cheque payments:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| DATE | CHQ No | DESCRIPTION | Budget/Power | AMOUNT |
| 10/07/23 | 505 | BHIB Insurance | LGA 1972 s.111 | £317.32 |
| 10/07/23 | 506 | Clerk’s expenses May/June 2023 (including Microsoft 365 annual subscription & dog fouling signs) | Admin/various | £217.07 |
| 10/07/23 | 507 | FoDDC (election costs) | LGA 1972 s.111 | £211.80 |

**General**

1. To receive items for the September 2023 meeting agenda.
2. Date and time of next meeting: **Monday 18th September 2023 at 7.30pm**

**Kempley Village Hall**

Kempley Parish Council is no longer receiving hard copy planning applications. All planning applications can be viewed on the Forest of Dean District Council website at: <https://publicaccess.fdean.gov.uk/online-applications/>

All meetings of the council are open to the public and press except for items considered under Standing Order 3(d)

Members are reminded that the Council has a general duty to consider the following matters in the exercise

of any of its functions: Equal Opportunities (race, sexual orientation, marital status and any disability),

Crime and Disorder, Biodiversity, Health and Safety and Human Rights.