



KEMPLEY PARISH COUNCIL

Chairman: Cllr Martin Brocklehurst

Clerk: Daniel Hinde – Tel: 07910 842879

Email: clerk@kempleyparishcouncil.org

Website: www.kempleyparishcouncil.org

Councillors are hereby summoned to attend the Annual Meeting of **KEMPLEY PARISH COUNCIL** to be held on **Monday 19th May 2025** at **7:30pm** in Kempley Village Hall for the purpose of transacting the business set out below.

Daniel Hinde - Parish Clerk

Dated: 6th May 2025

AGENDA

- 171 To elect Chairman and Vice Chairman, including signing acceptance of Office forms
- 172 To receive and consider apologies for absence and confirm the meeting is quorate
- 173 To receive any declarations of interests and consider written requests for dispensations.
- 174 To note the resignation of Councillor Goodwin
- 175 To approve and sign the minutes of the Ordinary Parish Council Meeting held on 17th March 2025.
- 176 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 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.

Reports

- 177 To receive reports from District and/or County Councillors (if available)
- 178 To receive the Clerk's report

Items For Resolution & Decision:

Parish Council Procedures

- 179 To consider the adoption of the updated Financial Regulations
- 180 To consider the adoption of an internal control policy

- 181 To review subscriptions to other bodies
- 182 To approve Parish Council Meeting dates for 2025/26
- 183 To review delegation arrangements to the clerk
- 184 To assign responsibility for the defibrillator checks after the resignation of Councillor Goodwin

Items For Exchange of Views:

- 185 To discuss the villages defibrillators and who is responsible for operating and replacing consumables when needed
- 186 To receive an update from Councillor Wood on the new noticeboard design
- 187 To receive an update on the Village Community Day
- 188 To receive an update on the snow plough

Policies

To review the following documents

- 189 Standing Orders
- 190 Code of Conduct
- 191 Complaints procedure
- 192 GDPR policy
- 193 Equality and Diversity
- 194 Publication Scheme
- 195 Disciplinary
- 196 Grievance
- 197 Staff Appraisal
- 198 Training and Development
- 199 Asset Register

Financial Matters:

Payments & Receipts

- 200 Cllrs to approve the payment list of online payments made since the last meeting **See appendix 1** and view all invoices:
- 201 Cllrs to approve the following financial reports dated 30th April 2025:
 - Bank Statement
 - Bank reconciliation
 - Budget monitoring report
 - Reserves Statement
- 202 To note income received as follows:

25.04.25	Forest Of Dean District Council	Precept	7255.00
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203 To review bank signatories for signing off payments

204 To review direct debits

205 To confirm arrangements of insurance cover in respect of all insured risks

General

206 To receive items for the July 2025 meeting agenda.

207 Date and time of next meeting:

Kempley Village Hall