

To Members of the Public, Press, County & District Councillors.

You are invited to attend a **Parish Council meeting** to be held on

Monday 12th October 2015 at 7 pm

at the Town Hall for the purpose of transacting the following **AGENDA** business as shown.

(Standing Orders will apply to all meetings & the Code of Conduct will be strictly adhered to)

- 1) To Note Apologies for Absence-
- 2) Members of the public issues (15 minutes Standing Orders suspended)
Short presentation from Adrian James regarding councillor vacancy
- 3) To Receive any Code of Conduct-Declaration of Interests
- 4) To Approve Minutes of the Monthly Meeting of Mitcheldean Parish Council held on the 14th September 2015
- 5) **Committees: Planning-**
To ratify decisions/recommendations made by the Planning Committee.
(Details available as a supplementary document.)
P1417/15/TCA Archway Court-Whitebeam Tree
P1370/15/FUL Sunnyside, Glencoe Lane, Plump Hill
- 6) **Discussion and approval**
 - A) To approve the implementation of a holiday request form for all staff, to come into effect 1st Nov 2015
 - B) To approve the implementation of a new simplified time sheet to be brought in for all staff with effect from 1st Nov 2015
 - C) To approve the new logo and letterhead stating that MPC is an "living wage employer"
 - D) To approve the implementation of a Chairman's box and to approve an amount of up to £50 to be spent on an external hard drive.
 - E) To approve the pay award now the clerk has successfully completed the required course, backdated to 1st September 2015. To approve the increment due to the Clerk from 1st October 2015.
 - F) To approve the implementation of a supportive monthly meeting with each employee and two nominated councillors.
 - G) To approve that future appraisals for all staff will require two people appraising.
 - H) To approve the outsourcing of MPC payroll.
 - I) To approve the cost for this years Christmas decorations / lights up to a value of £3000.
 - J) To approve the cost of a new shed up to the cost of £500
 - K) To approve the cost of a new vehicle for the use of the maintenance men upto £7000
 - L) To approve purchase of van insurance once a van has been purchased.
 - M) To approve the new Street Cleaning Service Level Agreement from FODDC
 - N) To approve 5 hrs per week overtime for an extra month for Peter Lawrence to continue with weed clearance.
 - O) To approve an additional £100 on plants in the playing fields if required.
 - P) To approve the cost of £375 for CCTV to be installed in the childrens play area
 - Q) To approve the cost of a dummy camera to be installed on the pavilion up to £60
 - R) To vote on dissolving the current committee system for a trial period of 6 months and move this to one monthly workshop instead.
 - S) To approve discussions with the Forest of Dean Landrover club regarding the severe weather plan.
- 7) County & District Councillor Reports

- 8) Report from the Clerk –Matters arising, correspondence & enquiries (Delivered in the Clerk’s absence)
A)
- 9) **Accounts/Finance-**
A) To approve the payment schedule

In Committee

Signed: *S. Gates* (*Chair*)

5 October 2015