



Mitcheldean Parish Council

A Living Wage Employer

The Town Hall
High Street
Mitcheldean
Gloucestershire
GL17 0AT

Chairman: Janet Keene
Tel: 01594 780655

Clerk: April Seabrook
Tel: 01594 544723

Clerk@mitcheldeancouncil.co.uk

I hereby give notice that a Meeting of Mitcheldean Parish Council will be held at **The Lamb Skittle Alley on Monday 11th April 2022 at 7.00pm.** (To enter the meeting please use the entrance at the back (top end) of the skittle alley from the car park. It will be signposted.)

Members of the Council are hereby summoned to attend for the purpose of transacting the business as set out below.

All residents of the Parish are welcome to attend and a short period of time is set aside for members of the public to raise questions. **Please note the Planning Committee meet at 6.30pm**

Yours truly, A. Seabrook, Clerk

4th April 2022

SAFETY EVACUATION ANNOUNCEMENT

- 1) To note apologies for absence.
- 2) To receive any issues from members of the public (15 Minutes)
- 3) To receive any Declaration of Interests
- 4) To receive requests for Dispensations
- 5) To approve the minutes of the meeting of Mitcheldean Parish Council held on 14th March 2022
- 6) To receive an update on planning matters.
 - a) P0285/22/FUL – The Paddocks, Lea Bailey – Change of use of land to tourism and stationing of horse box with decking.
 - b) P0296/22/FUL – Herguest Cottage, Wigpool Common, Mitcheldean – Conversion of multi-functional room above the garage (ancillary to the main house) into self contained holiday let.
 - c) P0429/22/TCA – Old Court House, Townsend, Mitcheldean – Fell 1 x Lawson Cypress from rear garden of the property. The work is necessary to make the tree safe following damage caused by Storm Arwen in November 2021.
- 7) To review Council's Complaints Policy
- 8) To review Council's Standing Orders
- 9) To review Council's Code of Conduct
- 10) To consider the donation request from Mitcheldean Early Learners

- 11) To consider a local resident's request to utilise Parish Council land for a Community Kitchen Garden Project
- 12) To ratify that the Parish Council have signed the Armed Forces Covenant
- 13) To review Council's insurance cover
- 14) To receive Internal Audit Report
- 15) To review Risk Management Schedule
- 16) To review Lone Worker Guidance
- 17) To receive Councillor reports
- 18) To receive County and District Councillor reports
- 19) To receive a report from the Clerk (for information only)
- 20) To receive the accounts/finance reports
 - a) To approve the payment schedule
 - b) To approve the petty cash figures
 - c) To receive the bank reconciliation for the year to date
 - d) To receive the budget versus spend report for the year to date
 - e) To confirm that the monthly financial check has been carried out
 - f) To approve end of year figures for 2021/22
 - g) To agree the Annual Governance Statement for 2021/22
 - h) To agree the Accounting Statement for 2021/22