



Littledean Parish Council and Burial Authority

Littledean Parish Council
2 Knights Way
Newent
Gloucestershire
GL18 1QL
Tel: 01531 828171
parishclerk@littleddeanparishcouncil.co.uk
www.littleddeanparishcouncil.org.uk

8th December 2020

ORDINARY MEETING OF LITTLEDEAN PARISH COUNCIL

Members of the public are invited to attend a meeting of Littledean Parish Council that has been arranged for Monday 14th December 2020 at 7.00pm. The meeting will take place through the remote platform Zoom for the transaction of business in the following Agenda. Members of the Council are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities, Crime & Disorder, Health & Safety and Human Rights. Items shown in **green** are for decision all other items are for information only.

All meetings of the Council are open to the public and press, members of the public and press will be asked to leave for agenda items taken confidentially in Committee under standing orders.

If, as a member of the public, you wish to attend the remote meeting please contact the Clerk as soon as possible so that a test meeting can be undertaken with you to ensure a smooth process.

Yours faithfully

Clerk & RFO to the Parish Council

1. **Apologies for absence**
To receive, note and accept apologies for absence
2. **Declarations of Interest**
To receive any declarations of interest in any matter to be discussed at the meeting, Members are requested to identify the nature of the interest and indicate whether it is **personal** or **prejudicial**
3. **Minutes of previous meeting(s)**
To agree and accept the minutes of the Ordinary Meeting held on the 9th November 2020.
4. **Public consultation**
To provide members of the public with the opportunity to make statements and ask questions
5. **Reports**
 - 5.1 To receive a report from District Councillor Nicky Packer
 - 5.2 To receive a report from County & District Councillor Richard Boyles
6. **Finance**
 - 6.1 **Accounts for payments**
To approve the payments presented at the meeting – the list of payments will be circulated.
 - 6.2 **Financial statement and cash re-conciliation**
To approve the financial statement and bank re-conciliation as presented at the meeting.
 - 6.3 **Microsoft 365, Cloud Storage and Carbonite**
To receive an update from the Clerk regarding the Microsoft 365 subscription, the use of cloud storage and Carbonite in view of the upcoming rule changes regarding Brexit and to agree the steps to be taken by the Parish Council.
 - 6.4 **School Appeal**
To receive and discuss a video appeal from the Children of Littledean Primary School.
 - 6.5 **Budget 2021/2022**
To continue discussions on the previously circulated proposed budget and allocated amounts and agree the budget to be set for 2021/2022, provided the Band D and comparative figures have been received.
 - 6.6 **Precept 2021/2022**
To continue discussions on the precept for 2021/2022 taking into consideration the budget set at 6.5 provided the Band D and comparative figures have been received.

6.7 Internal Auditor

To receive Internal Auditor costs from the Clerk and to discuss and agree the internal auditor to appoint to undertake the 2020/2021 Internal Audit.

7. Planning

To make recommendations to the Planning Authority upon the suitability of the following planning applications/appeals

P1795/20/FUL	2 Nailsmiths Court, Broad Street	Proposed rear extension to existing kitchen and storage below.
--------------	----------------------------------	--

8. Highway Matters / Police Matters

8.1 To receive an update on any outstanding and new Highway matters and to agree any actions to be taken.

8.2 To receive an update on any outstanding or new police matters.

9. Christmas Festivities December 2020

To receive an update on the message from Santa and the Christmas lighting.

To discuss and agree any Christmas gifts that are to be made.

10. Burial Board

10.1 To receive and discuss any Burial Board enquiries or issues.

10.2 To receive information from the Clerk on a request regarding an unpurchased grave space in Littledean Cemetery including advice received from the ICCM.

10.2 To discuss whether the Parish Council wish to conduct a review of the Burial Authority Fees for 2021-22.

11. Public Conveniences

To receive and discuss any Public Convenience enquiries or issues.

12. Village Tasks / Street Cleaning, Litter Picking and Waste

To receive any matters relating to the village regarding the above.

13. Memorial and Recreation Areas

13.1 To discuss any matters regarding the recreation areas

To discuss the recent Play Area and Skatepark Inspection and to discuss the issues raised and the previously circulated quote from Greenfields to carry out the repairs.

13.2 To receive updates on any Village Memorials.

14. Other Items for Information Only/Future Agenda Items

Items brought to the Councils attention for information – no decisions will be made at this meeting if a decision is needed the item will be placed on the agenda for the next meeting

15. Date of next meeting – Monday 11th January 2021