



Littledean Parish Council and Burial Authority

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4th December 2023

ORDINARY MEETING OF LITTLEDEAN PARISH COUNCIL

Members of the public are invited to attend an Ordinary Meeting of Littledean Parish Council that has been arranged for Monday 11th December 2023 at 7pm. The meeting will take place at Littledean Community Centre 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.

Yours faithfully

Vicky Roberts Clerk to the Council

AGENDA

- 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 the Previous Meeting(s) of the Parish Council.**
To agree and accept the minutes of the Ordinary Meeting of the Parish Council meeting held on the 13th November 2023.
- 4. Public consultation**
To provide members of the public with the opportunity to make statements and ask questions on other matters
- 5. District & County Councillors Reports**
 - 5.1. County Councillor Beki Hoyland report for information.
 - 5.2. District Councillor Andy Moore report for information.
 - 5.3. District Councillor Richard Burton report for information.
- 6. Finance**
 - 6.1. Salaries**
To approve the NALC/NJCC agreed salary increase for the Clerk ahead of the cheques being signed and to minute the National Living Wage increase for employees from April 2024.
 - 6.2. Accounts for payment**
To approve the payments for the month presented at the meeting.
 - 6.3. Financial statement and cash re-conciliation**
To approve a financial statement and cash re-conciliation for the month.
 - 6.3 Quarterly Internal Check**
To note that an internal financial check has been undertaken and to confirm that all is in order.
 - 6.4 Budget**
To receive and discuss the proposed budget for 2024-25 and to discuss and agreed the setting of the precept.
- 7. Police Matters**
To receive any updates on outstanding or new police matters.

8. Highway Matters

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

9. Planning

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

Application Reference	Property	Details
No planning applications have been received.		
Any further applications received after the publication of this agenda will be advised at the meeting.		
Details of planning applications can be found on the Forest of Dean District Council website using the following link: https://publicaccess.fdean.gov.uk/online-applications/		

10. Burial Board

To discuss any Burial Board enquiries or issues..

To discuss and review the Burial Fees as previously discussed.

11. Public Conveniences

To discuss further the agreed repairs / 5 year Refurbishment and costs provided quotes have been received.

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

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

13. Recreations Areas

13.1 Children's Play Area and Skate Park

To discuss any new matters regarding the Children's Play Area

13.2 Recreation Ground

To discuss any new matters regarding the recreation ground.

14. Village Memorials

To discuss any new matters regarding the Village Memorials.

15. Biodiversity

To discuss the previously circulated Policy and to agree if this is to be adopted or if changes/updates are needed.

16. Grass Cutting

To discuss any new matters regarding grass cutting.

17. Christmas 2023

To finalise arrangements for Christmas Eve.

19. 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.

20. Date of next Meeting: Monday 8th January 2024.