



Littledean Parish Council and Burial Authority

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5th September 2023

ORDINARY MEETING OF LITTLEDEAN PARISH COUNCIL

Dear Councillors

You are summoned to attend an Ordinary Meeting of Littledean Parish Council that has been arranged for Monday 11th September 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 held on the 10th July 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. Accounts for payment**
To approve the payments for the month presented at the meeting.
 - 6.2. Financial statement and cash re-conciliation**
To approve a financial statement and cash re-conciliation for the month.
 - 6.3 External Audit 2022-2023**
To note that the external audit process has now been completed, that there were no matters raised and there are no actions to be undertaken. The require paperwork to be displayed will be added to the noticeboard and website.
 - 6.4 Appointment of Internal Auditor**
To consider and agree if GAPTC are to be appointed as the Internal Auditor for 2023-24.
 - 6.5 Assets and Inspection**
To discuss and confirm a date for the asset inspection.

7. Planning

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

Application Reference	Property	Details
P0654/23/LBC	Dean Croft, Broad street	Listed building consent for the erection of single storey extension with P.V array on the roof. Alterations and improvements to the existing house doorway replacing window opening, reopening an existing doorway, window to replace central door and replacment of roof. Demolition of existing extensions. (Part retrospective)
P0653/23/FUL	Dean Croft, Broad Street	Erection of single storey extension with P.V array on the roof. Alterations and improvements to the existing house. Demolition of existing extensions. (Part retrospective)
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/		

8. Police Matters

To receive any updates on outstanding or new police matters.

9. Highway Matters

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

10. Burial Board

10.1 To receive an update on the Commonwealth War Graves Commission sign design/installation

10.2 To discuss any Burial Board enquiries or issues.

11. Public Conveniences

To discuss any Public Convenience enquiries or issues.

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. Grass Cutting

To discuss any new matters regarding grass cutting.

16. Christmas 2023

To begin discussions on the Christmas Festivities for 2023 and to agree if the lights are to be tested..

17. D-Day 80 Celebrations

To discuss the information received and agree any participation.

18. 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

19. Date of next Meeting: Monday 9th October 2023