**AGENDA FOR THE ANNUAL GENERAL MEETING OF PAUNTLEY PARISH COUNCIL ON MONDAY 30th MAY 2022 AT 7.00 pm.**

**Contact information of the Parish Clerk:**

**Jonathan Martin.**

**01594 834345.**

**pauntleypc@gmail.com**

**To Members of the Council:**

You are hereby summoned to attend the annual general meeting of Pauntley Parish Council in Pauntley village hall on Monday 30th May 2022 at 7.00 pm, for the purpose of transacting the following business.

Jonathan Martin Clerk to the Council.

**PUBLICATION DATE: 24/05/2022**

**Public Forum:**

(5 minutes)

**AGENDA.**

1. To receive apologies and acceptable reasons for absences. (1 minute)
2. To receive any declarations of personal or prejudicial interest in items on the agenda. (1 minute)
3. To approve and sign as a correct record of the minutes of the meetings held on 11th April 2022 and to deal with any matters arising. (1 minute)
4. To resolve on the position of Chairman for Pauntley Parish Council for the period of one year.

(5 minutes)

1. To resolve on the position of Vice Chairman for Pauntley Parish Council for the period of one year.

(5 minutes)

1. Audit:

 a. To minute that the form to be exempt from external audit has signed by the RFO and the Chairman and has been sent off. (1 Minute)

 b. To complete and sign the Annual Governance Statement on the AGAR form. (2 minutes)

 c. To complete and sign the Accounting Statements on the AGAR. (2 minutes)

 d. To resolve on the dates for posting documents on the website to comply with the Transparency Code. (5 minutes)

1. Finance:

a. To receive the statement of the Council's accounts for the months of April 1st - May 30th 2022 and sign off on them after inspection.

(5 minutes)

b. To receive the budget analysis for the Council's accounts for the months of April 1st - May 30th 2022. (5 minutes)

1. Payments:

To resolve on the following payments. (1 minute)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Minute** | **Amount** | **Date** | **Recipient** | **Description** |
| 723/8.a | £3.23 | 12/04/2022 | Parish Clerk. | Expenses. |
| 723/8.b | £196.80 | 12/04/2022 | Quoakle | Website sub’. |
| 723/8.c | £144.00 | 19/04/2022 | Pauntley Village Hall.  | Yearly Hall rent.  |
| 723/8.d | £29.98 | 26/04/2022 | Cllr Paul Eastabrook. | Expenses.  |
| 723/8.e | £360.00 | 09/05/2022 | Community Heartbeat. | Yearly maintenance sub’. |
| 723/8.f | £76.80 | 19/05/2022 | TP jones  | Payroll company sub’ |

1. Receipts:

To resolve on the following receipts. (1 minute)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Minute** | **Amount** | **Date** | **Donor** | **Description** |
| 723/9.a | £5,800.00 | 22/04/2022 | FODDC | Precept payment.  |

1. Planning:

To resolve on the following planning applications.

|  |
| --- |
| * 1. P0575/22/FUL Paunt House Cottage, Castle Tump, Newent, Gloucestershire, Erection of a single storey link building between existing Granary building and Paunt House cottage and associated works.
	2. To discuss and agree on the Council’s comment for the FODDC’s Residential Design Guide Consultation
 |

1. To consider and resolve on the Parish Council insurance due on 1st June.  (10 minutes)
2. Defibrillator service:

 a. To receive an update from Cllr Harding on VETS volunteers training. (5 minutes)

 b. To receive a report from the clerk on the progress with the Annual Support Agreement for defibrillator maintenance with Community Heartbeat. (5 minutes)

1. To receive an update from Cllr Gray regarding the issue of damage to the green area in Brand Green. (5 minutes)

14. To consider and respond to the consultation regarding federation from Pauntley Primary School. (5 minutes)

1. To consider on what continued actions can be taken regarding the Wildlife Corridors initiative.
2. minutes)
3. To receive an update on the planned Platinum Jubilee events. (5 minutes)
4. To finalise the agenda and arrangements for the Annual Parish meeting on 8th June. (5 minutes)
5. Expenses payments:

a. To resolve on payment of expenses at £30.38 to the Clerk after inspection of the receipts. This was in relation to Council office maintenance.

 i. Black printer ink at £10.59.

 ii. Colour printer ink at £11.99.

iii. First class large stamp at £0.95 for the postage of the 2021-22 VAT refund.

iv. Guaranteed delivery at £6.85 for the postage of External Audit exemption form.

1. Any other business. (3 minutes)

**Signature of the Clerk: Date:**