

MINUTES

CHURCHAM PARISH COUNCIL

MINUTES OF THE ORDINARY MEETING OF CHURCHAM PARISH COUNCIL HELD AT CHURCHAM SCHOOL ON TUESDAY 21st NOVEMBER 2023

Attendees: Councillors: J Francis (Chairman), B Brookes, M. Freeman, P. Thomas, K. Lewis and D Reeves. R. Newbery arrived at 19.59 pm

Present: B Jelf (Clerk), 1 member of the public (MoP). The meeting started at 7.30pm.

1. **APOLOGIES** – None received
2. **MEMBERS' INTERESTS RELATING TO ITEMS ON THIS AGENDA** - None
3. **MINUTES OF PREVIOUS MEETINGS** – Members **resolved** that the minutes of the meeting held on 17th October 2023 form an accurate record of the events and they were signed by the Chairman
4. **PUBLIC OPEN FORUM** – (i) A discussion took place regarding the NDP. There have been a couple of parishioners who have expressed interest at being a part of the steering group
5. **FINANCE**
 - 5.1 **Accounts** – Members **accepted** the statement of accounts
 - 5.2 **Payments** – Members **resolved** to pay items as documented. Clerk to clarify the working from home allowance

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|-----|--|---|-----------|
| (a) | Statement of Accounts as at 16th November 2023 | | |
| | Business Banking Account | £ | 22566.55 |
| | Treasurers Account | £ | 598.26 |
| (b) | Grant Applications - Section 137 of Local Government Act 1972 | | None |
| (c) | Adverse variance to budget (>£10) | | No Report |
| (d) | To ratify payment made between meetings | | None |
| (e) | BACS Payments for Approval | | |
| | Clerk's Wages, November B Jelf | £ | 752.75 |
| | B Jelf Expenses (Zoom Host) | £ | 15.59 |
| | B Jelf Expenses (NDP Leaflets) | £ | 52.49 |
| | GAPT Subscription | £ | 195.05 |
| | Community Heartbeat (replacement battery) | £ | 357.00 |
| (f) | Income Received – Since 12th October 2023 | £ | |
| | Bank Interest | £ | 25.46 |

6. PLANNING APPLICATIONS

6.1 Received – (i) P1355/23/FUL Meadowsweet, Solomons Tump, Huntley, Gloucester. Erection of a single storey and two storey extensions and internal alterations and associated works. Demolition of conservatory. – **There were no objections** **(ii)** P1398/23/PREAPP Primary School, Main Road, Churcham, Gloucester. Pre-application enquiry - siting of an eco classroom (a wooden rectangular outdoor classroom building).- **This application was noted**

6.2 Dealt with Between Meetings: None.

6.3 Decided Since Last Meeting: None

6.4 Appeals: None.

6.5 Enforcement Issues: No updates received.

7. CHURCHAM NEIGHBOURHOOD DEVELOPMENT PLAN – To receive any progress updates regarding the NDP process and to agree any consequential resolutions. – It was **agreed** that members would continue to canvas area and distribute leaflets

8. BUDGET – (i) To discuss the draft budget for 2024/25 and, if possible, to agree the budget with any necessary amendments.
(ii) If possible, to agree the Precept for 2024/25. **(iii)** Agree accuracy of Asset Register – It was **RESOLVED** to accept the budget and agree **(ii)** and **(iii)**

9. EMAIL/LAPTOP/WEBSITE – To discuss whether the current platform is fit for purpose – It was **agreed** that the clerk would do some research and report back to members in January.

10. MEMBER'S REPORTS – To receive verbal reports from councillors and to determine items for future agendas. **Members would like to thank Tim House for the receptacle to store the parish marquee.**

11. ITEMS FOR NEXT OR FUTURE MEETINGS

12. NEXT MEETING – To confirm details as 7.30pm on Tuesday 16th January 2024 at Churcham School. The meeting ended at 20.45 pm