

# BRIMSCOMBE & THRUPP PARISH COUNCIL



## NOTICE OF MEETING OF BRIMSCOMBE & THRUPP PARISH COUNCIL

Dear Councillor / Parishioner,

I hereby give notice that a Meeting of Brimscombe & Thrupp Parish **Council** will take place at Brimscombe and Thrupp Social Centre on **Tuesday 7<sup>th</sup> September 2021 at 6.00pm**. Members of the Council are hereby summoned to attend for the business of considering and resolving upon the matters as set out below. All Residents of the Parish are welcome. **There will be an opportunity during the meeting for Members of the Public to raise matters. Please note that due to COVID-19 restrictions we are putting in place special measures for the meeting. Please go to <https://www.brimscombeandthrupp-pc.gov.uk/covid-19-special-measures-for-co.html> to read these ahead of attending the meeting.**

Dated: 2<sup>nd</sup> September 2021

**Hannah Warren**  
Locum Clerk to the Council

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### Agenda

1. **Apologies**
2. **Declarations of Interest** (Members are requested to declare any interest they may have in the business set out on the Agenda to which the approved Code of Practice appears).
3. **Approval of Minutes of Parish Council Meeting held on Tuesday 13<sup>th</sup> July 2021 (*sent with final agenda*)**
4. **Actions from the last meeting**
5. **Public participation:** An opportunity for the public to raise issues relating to the Parish
6. **To receive the monthly County Councillor report – Cllr Turner (5 mins)**
7. **To receive the monthly District Councillor report – Cllr Aldam (5 mins)**
8. **To receive the monthly District Councillor report – Chalford Ward (5 mins)**
9. **To receive a monthly update from the Neighbourhood Warden (5 mins)**
10. **To receive a monthly update from the PCSO (5 mins)**
11. **Planning applications:** To consider current planning applications and agree any comments to be submitted by the Parish Council (***Planning application list to be sent ahead of meeting***) (Locum Clerk)

12. **Finance**
  - (a) Accounts for approval and payment – see list (***to be sent prior to meeting***)
  - (b) To receive monthly breakdown of income and expenditure and monthly budget monitoring statement, including noting of any significant budget variances (Locum Clerk) (***to be sent prior to meeting***)
  - (c) To receive bank reconciliation
  - (d) To receive the report on mid-term review of spends to date and budget lines and approve any changes (Locum Clerk) (***document to be sent prior to meeting***)
13. **Commemorative event:** To retrospectively approve Parish Council contribution towards commemorative event.
14. **Grant application:** To consider grant application from Stroud Against Racism (***grant application document to be sent with final agenda***)
15. **Hope Mill Lane Car Park:** To approve the market appraisal of the car park (Shila Brown) (***proforma document to be sent with final agenda***)
16. **Bus shelter project:** To review and agree budget for maintenance (Cllr Wilson) (***proforma document to be sent with final agenda***)
17. **Parish Council Office Space:** To receive an update and agree way forward (Shila Brown) (***proforma document to be sent with final agenda***)
18. **GDPR:** To receive an update and complete the next stage of the audit exercise (Shila Brown)
19. **Neighborhood Development Plan:** Update on current situation, progress made and next steps that need to be taken, including a review of the budget (Cllr Pilley)
20. **Brimscombe Port:** To receive an update on the current situation and agree next steps (Port Working Group)
21. **Quilt book:** To discuss and agree someone to take this forward (Locum Clerk)
22. **Newsletter:** To agree next steps and budget in taking this forward (Locum Clerk)
23. **Clerk's report:** Details of progress undertaken by Locum Clerk to manage essential business, including report of hours worked and activities undertaken (***to be sent prior to meeting***) (Locum Clerk)
24. **Date of the next meeting:** 6pm Tuesday 5<sup>th</sup> October 2021 at Brimscombe and Thrupp Social Centre