Corse Parish Council

2 Knights Way, Newent, Gloucestershire, GL18 1QL.
Telephone - 07807 540888 / 01531 828171
Email: parishclerk@corse-pc.org.uk Website: corse-pc.org.uk

30th April 2024

Members of the public are invited to attend the Annual Meeting of Corse Parish Council that has been arranged for Tuesday 7th May 2024 at 7.30pm at Corse and Staunton Village Hall 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.

All meetings of the Council are open to the public, members of the public will be asked to leave for agenda items taken confidentially in Committee under standing orders.

V Roberts, Clerk

AGENDA

1. **Election of Chair**
   To elect a Chair for 2024-2025 and receive the Chairman's declaration of acceptance of office.
2. **Election of Vice-Chair**
   To elect a Vice-Chair for 2024-2025 and receive the Vice-Chairman's declaration of acceptance of office.
3. **Apologies for Absence**
   To receive and accept any apologies.
4. **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.**
5. **Code of Conduct**
   To review and accept the Code of Conduct.
6. **Standing Orders & Financial Regulations**
   To review and accept the current Standing Orders and Financial Regulations and to make any changes proposed or legally required.
7. **Committees, sub-committees**
   To confirm existing committees, sub-committees and working groups. To appoint any new committees, sub-committees or working groups that may be needed. To confirm the terms of reference, the number of members (including, if appropriate, substitute councillors) and accept and agree nominations for new and existing.
8. **External bodies**
   To review representation on external bodies and arrangements for reporting back to the Parish Council.
9. **Asset inventory**
   To review and accept the inventory of land and assets including buildings and office equipment.
10. **Risk Assessment**
    To review and accept the current Risk Management Controls.
11. **Insurance cover**
    To agree that the insurance cover in place is sufficient for the needs of the Council and to minute the renewal date.
12. **Memberships**
    To review the Council's and/or employees' memberships of other bodies.
13. **Minutes of previous meeting(s)**
    To agree and accept the minutes of the Annual Parish Meeting held on Tuesday 2nd April 2024 and the Ordinary Meeting held on Tuesday 5th March 2024.
14. **Public consultation**
    14.1 To provide members of the public with the opportunity to make statements and ask questions.
15. **Reports**
    15.1 To receive a report from District Councillor Philip Burford.
    15.2 To receive a report from District Councillor Clayton Williams.
    15.3 To receive a report from County Councillor Philip Robinson.
16. **Financial Matters**
    16.1 Accounts for payments – May 2024
    To approve the payments presented at the meeting.
    16.2 Financial statements - May 2024

To approve the financial statements as presented at the meeting, circulated and attached to the minutes.

16.3 End of Year Figures – 2023-2024

To approve Receipts & Payments to 31st March 2024.
To approve Bank Reconciliation as of 31st March 2024.
To approve the whole year end accounts as of 31st March 2024.
To approve summary of reserves as of 31st March 2024.

16.4 Review of Investments and Bank Accounts

To review the investments, bank accounts and bank mandate to ensure any updated needed are made.

16.5 Internal Audit 2023-2024

To note that the Internal Audit has taken place, to receive and discuss the internal auditor report and to agree to undertake the recommendations made.

16.6 General Power of Competence

To discuss and agree if the Parish Council wishes to exercise GPC and to confirm that it meets the eligibility criteria that the Clerk is qualified and that two thirds of Cllrs are elected.

16.7 Grass Cutting 2024-2025

To discuss and agree the grass cutting for 2024-2025 currently carried out by Finch at a cost of £15 per cut for grass cutting at the Prince of Wales and £15 per cut at the Milestone and the annual maintenance for the area of the bus shelter at £150.

16.8 Beacon

To discuss the previously received and circulated information from Staunton Parish Council regarding the possible joint purchase of a Beacon.

17. Annual Governance and Accountability Return 2023-2024

17.1 Annual Return – Governance Statements 2023-2024

To approve and sign Section 1 - Annual Governance Statement 2023-2024.

17.2 Annual Return – Accounting Statements 2023-2024

To approve and sign Section 2 - Accounting Statements 2023-2024.

17.3 Annual Return – Certificate of Exemption 2023-2024

To agree that the Parish Council meet the exemption conditions and agree to certify as exempt and complete and submit the Certificate of Exemption.

17.4 Dates for the Exercise of Public Rights

To confirm the dates for the exercise of public rights.

18. Planning

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

Planning Ref	Property	Description of Proposed Application
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		

19. Highways

To discuss Highway matters and agree any comments to be made on outstanding matter and to receive any new issues for reporting.

20. Police Matters

To receive and discuss any outstanding or new police matters.

21. Meeting Dates 2024-2025

To confirm the meeting dates for 2025-25

22. 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.

23. Date of Next Meeting

Tuesday 2nd July 2024