

# ROCKHAMPTON PARISH COUNCIL

Clerk: Mr James Carpenter  
Tel: 07484102588  
E-Mail: rockhamptonpc@gmail.com  
Website: www.rockhamptonparishcouncil.co.uk

Whitegates  
Sundayshill Lane  
Falfield  
Wotton under Edge  
Glos GL12 8DQ

## AGENDA

PARISH COUNCILLORS ARE HEREBY SUMMONED TO ATTEND THE ROCKHAMPTON ANNUAL PARISH COUNCIL MEETING ON 21<sup>st</sup> JUNE 2023 IN ROCKHAMPTON VILLAGE HALL COMMENCING AT. 7.30PM

*Members are reminded that the Council has no political affiliation and has a duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, age, religion, sexual orientation, marital status, and any disability), Crime & Disorder, Health & Safety and Human rights.*

Signed Clerk to the Council



Dated: 16<sup>th</sup> June 2023

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1. **TO ELECT CHAIRMAN AND RECEIVE DECLARATION OF ACCEPTANCE.**
  2. **TO ELECT VICE CHAIRMAN AND RECEIVE DECLARATION OF ACCEPTANCE.**
  3. **APOLOGIES.** To **NOTE** apologies for absence.
  4. **TO RECEIVE DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA** - (if any) & dispensations in accordance with Local Code of Conduct to receive any declaration of disclosable pecuniary or non-disclosable pecuniary interests & to consider & grant dispensation requests.
  5. **PUBLIC PARTICIPATION.** (15 minutes)
  6. **CO-OPTION**
  7. **TO APPROVE THE MINUTES OF THE ORDINARY PARISH COUNCIL MEETING HELD ON 24<sup>TH</sup> APRIL 2023**
  8. **TO NOTE FOR ACCURACY THE MINUTES OF THE ANNUAL PARISH MEETING HELD ON 24<sup>TH</sup> APRIL 2023**
  9. **TO CONSIDER THE APPOINTMENT OF REPRESENTATIVE(S) ONTO THE FOLLOWING COMMITTEES:-**
    - a. Thornbury & Severn Vale Community Engagement Forum
    - b. Oldbury Site Stakeholder Group
    - c. Avon Local Councils Association
    - d. Town & Parish Forum
    - e. New Nuclear Build Committee (currently suspended)
    - f. Severn Vale Flood Defence Group
    - g. Any other Group(s) that any Cllr feels would be appropriate
  10. **SEVERN WARD COUNCILLORS REPORT.**
  11. **CLERK'S REPORT.**
  12. **PLANNING APPLICATIONS** – no applications have been received since the last meeting on 24th April 2023
  13. **PLANNING DECISION AND OTHER MATTERS** -To **NOTE** any planning decision received since the last meeting.
  14. **REPORTS OF MEETINGS** – to receive verbal/written reports of meetings attended by Parish Councillors.
  15. **HIGHWAYS MATTERS**
  16. **ITEMS FOR ACTION / DISCUSSION**
    - a. To **REVIEW** Freedom of Information requirements & **NOTE** and FOI/SAR requests received for 2022/23
    - b. To **REVIEW** GDPR compliance, **REVIEW** un-changed protect policy, privacy notices, & confirm any breaches during 2022/23.
    - c. To **REVIEW** and **ADOPT** the following policies with changes:
      - Standing Orders – revised as per NALC changes on contracts (SO14f)
      - Financial Regulation Policies – amendment to FR 11h and addition of 11i.

- d. To **REVIEW** and **RE-ADOPT** the following policies with no changes
    - Members Code of Conduct
    - Councillors email
    - Council Website
    - Equality and Diversity
    - Health & Safety
    - Grants
    - Model Publication Scheme
  - e. To **NOTE** and **APPROVE** the recommendations/actions from the 2022/23 Internal Audit.
  - f. To **CONFIRM** that the Parish Council, Councillors and Clerk have no conflicts of Interest with External Auditors BDO LLP
  - g. Certificate of Exemption - To **CERTIFY** that during the financial year 2022/23, the authority's gross income for the year or gross annual expenditure for the year did not exceed £25,000.
  - h. To **CERTIFY** Section 1 – The Annual Governance Statement for 2022/23.
  - i. To **CERTIFY** Section 2 – Accounting Statement for 2022/23.
  - j. To **APPROVE** the Parish Councils Receipts & Payments Statement for 2022/23.
  - k. To **NOTE** the dates for the period of the Exercise of Public Rights.
  - l. To **NOTE** update on progress regarding the supply and installation of 'village gates'
  - l. To **CONSIDER/AGREE** on a date for the Autumn Litter Pick
  - m. To **CONSIDER** marking the Coronation of King Charles III
  - n. To **REVIEW** and **CONSIDER** a schedule of Maintenance for the coming year.
- 17. FINANCIAL MATTERS**
- a. To **NOTE** and **APPROVE** the Financial Statement dated 21<sup>st</sup> June 2023
  - b. To **NOTE** any receipts since the previous meeting.
  - c. Accounts for Payment for June 2023 – to **RESOLVE** payments completed since the last meeting and payments due to be made. All invoices have been verified by the Clerk as accurate and due for payment – all invoices reported include VAT where applicable.
- 18. CORRESPONDENCE OF NOTE**
- 19. PARISH COUNCILLORS' OPEN FORUM** – to discuss items relating to Parish Council business – no resolutions to be made.

===== END =====

**The next Parish Council meeting is scheduled to take place on Monday 21<sup>st</sup> August 2023 at 7.30 pm in Rockhampton Village Hall.**

**Should any parishioner wish to have any item included on the agenda please let the Clerk know by 14<sup>th</sup> August 2023.**