

# WESTBURY-ON-SEVERN PARISH COUNCIL

[www.westburyonsevernpc.org.uk](http://www.westburyonsevernpc.org.uk)

Email: [clerk@westburyonsevernpc.org.uk](mailto:clerk@westburyonsevernpc.org.uk)

Mrs F J Wallbank  
Clerk

8 May 2021

Fresh Fields  
Ledbury Road Crescent  
Staunton  
Glos GL19 3QB  
Tel: 01452 849178  
Mobile: 07792 989212

## TO ALL MEMBERS OF THE PARISH COUNCIL

I hereby give notice that the **ANNUAL COUNCIL MEETING** of the Parish Council will be held in Westbury Parish main hall on **MONDAY, 17 MAY 2021**, commencing at **approx. 7pm following the Annual Parish Meeting at 6.30pm** for the purpose of transacting the business shown on the following agenda.

*Fiona Wallbank*

Clerk

## AGENDA

(subject to change)

- 1 **WELCOME, APOLOGIES**
- 2 **ELECTION OF OFFICERS AND DECLARATIONS OF ACCEPTANCE**
- 3 **MINUTES OF THE MEETING:** Held on Monday, 19 April 2021(virtual) agreed and signed – (attached)
- 4 **DECLARATION OF INTEREST:**  
Members & Officers to declare any interest that they may have in a matter to be discussed at the meeting (inc provision of Section 106 of the Local Government Finance Act 1992). Members & Officers are requested to identify the matter of any such interest as prejudicial or personal.
- 5 **PUBLIC COMMENT – Please notify the Clerk 48 hours prior to the meeting of your attendance due to Covid Regulations**
- 6 **APPOINTMENT OF:** Snow Warden, Flood Warden, Parish Hall Committee Representative, A48 Meeting Representative
- 7 **PLANNING MATTERS:**
  - a) Applications:  
**P0786/21/FUL** WOS Cricket Club: Erection of a storage building & relocation of cricket practice nets and associated works
  - b) Decisions & Appeals: Report
  - c) Site Inspections/ Site Inspections Reports: None to date
  - d) Proposed Development Churcham – Nothing further to report
  - e) Ley Park
- 8 **FINANCIAL MATTERS:**
  - a) Financial Statements
  - b) Accounts for payment and receipts – Agreement payments (attached)
  - c) Year-end accounts: Consider Internal Audit
- 9 **MATTERS ARISING:**

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- a) Highways Matters: Various
- b) Burial Ground: Proposed extension
- c) Play Area – Report
- d) Footpaths – Report circulated
- e) Climate Change & Parish Litter collection
- f) Dog Fouling Stantway Lane/Rock Lane, Closed Churchyard
- g) Woodland Management

## 10 CORRESPONDENCE:

## 11 MATTERS RAISED FOR NOTIFICATION ONLY

## 12 DATE OF NEXT MEETING: MONDAY, 21 JUNE 2021

Members are reminded that the Westbury-on-Severn Parish Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status and any disability), Crime & Disorder, Health & Safety and Human Rights.

### Accounts for Payment:

Mrs F J Wallbank:

Salary – 1- 31 May '21	764.01		
Less NIC	0.00		
Less Tax	0.60	763.41	Via Bank Transfer

Inland Revenue

Tax FJW	0.60		
NIC FJW	0.00		
NIC PC	<u>3.73</u>	4.33	Via Bank Transfer

James Walkey Cox: Management of Closed Churchyard for May

378.33 Via Bank Transfer

AM Groundcare: Carrying out 2 cuts during April:

First Cut (half price)	272.50		
Second Cut	<u>545.00</u>	817.50	Via Bank Transfer

BHIB insurance renewal due 1 June 2021

TBA Via Bank Transfer

Shirley Fowler: Fee for carrying out internal Audit

50.00 Via Bank Transfer

**Total: £TBA**

**Receipts**

**Total: £0.00**

**If any parishioners wish to join the virtual meeting please notify the Clerk via email 48 hours prior to the meeting. Please also email any questions.**