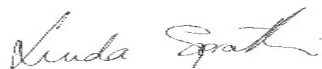


PARISH COUNCIL OF HILLESLEY AND TRESHAM

94 Station Road, Wickwar, Wotton under Edge, Glos GL12 8NB Telephone 01454 299542

To all Members of the Council - You are hereby summoned to attend the Annual General Meeting of the Hillesley & Tresham Parish Council to be held at Hopkins Hall, Hillesley on Wed 16th May 2012 at 7.30pm.

Linda Spratling - Clerk to the Parish 9th May 2012



Members of the Public are warmly invited to attend and take part in a Public Participation session prior to the formal business of the meeting.

AGENDA

1. To elect Chair and confirm Declaration of Acceptance of Office
2. To elect Vice Chair and confirm Declaration of Acceptance of Office
3. To consider appointment of Committees
4. To appoint representative to Assley & Hareley Commons Association
5. To confirm delegated powers for the Clerk (Proper Officer & Responsible Financial Officer)
6. To consider Council Calendar
7. Suspension of meeting for PUBLIC PARTICIPATION session
8. To consider apologies for absence and welcome new Councillor John Knowles
9. To consider declarations of interest in agenda items
10. To confirm the minutes of the last meeting on 11th April 2012
11. To note the Clerk's report
 - Receipt of Precept £3500.00
 - 3 Allotments Vacant
 - Annual Audit currently in progress
 - Confirmation from James Macey re request to plant hedge on Well Hill
 - Litter Picking day now due
 - Clerk unable to attend June meeting
12. To note correspondence and documents received for those items not on the agenda
13. Planning Applications : to note decisions and consider applications
 - a. Decisions received:
 - Withymore Farm, Day House Lane, Hillesley. [S.12/0277/HHOLD](#) - Erection of conservatory. **Permission**
 - Pencot, Tresham, Wotton-Under-Edge. [S.12/0327/COU](#) - Change of Use of land from agricultural usage to domestic garden. **Permission**
 - b. Applications dealt with under Delegated Powers: **None**
 - c. Consultation on new Applications:
 - Bank Cottage, Kilcot Road, Hillesley, Wotton-Under-Edge. [S.12/0762/HHOLD](#) Repairs to roof and replacement of existing clay pan tiles (with stone tiles at eaves) with reproduction Cotswold stone tile roof slates.
14. Finance
 - a. To monitor performance to date
 - b. To approve payments (cheques to be signed when cheque book next available)
 - Annual Insurance Premium - AON £761.36
 - Clerk's Quarterly Salary - £408.00
 - HMRC – Tax due on Clerk's Salary - £102.00
 - GAPTC - 'Being a Good Councillor Training' - £85.00
15. Parish Plan Update from all Councillors and agree relevant actions
16. Highways, footpaths & waterways - To consider reports – None as yet
17. To receive reports from County and District Councillors
18. To arrange appropriate training for new Councillor (see Item 7b)
19. The Fleece – matters arising since last Parish Council meeting and agree Next Steps
20. Parish Housing Survey – Update from Working Group and agree Next Steps
21. Agree appropriate amendments to current Risk Assessment & Review document
22. Review and agree whether additional Councillors should be co-opted onto the Council

NB: Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: under the Race Relations (Amendment) Act 2000 Equal Opportunities (race, gender, sexual orientation, marital status and any disability); Crime and Disorder, Health and Safety; and Human Rights. It is also the duty of any Councillor to notify the Council of any conflict of interest arising from items on the agenda

The Next Meeting of the Hillesley & Tresham Parish Council is on Wednesday 13th June 2012 at Hopkins Hall, Hillesley.