

# MINSTERWORTH PARISH COUNCIL

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

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Ms Kate Wilks  
c/o Minsterworth Village Hall  
Main Road, Minsterworth  
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GL2 8JH

Date 6<sup>th</sup> May 2024

## TO ALL MEMBERS OF THE PARISH COUNCIL

Notice is hereby given that a **Meeting of the Minsterworth Parish Council** will be held on **Monday 13<sup>th</sup> May 2024, 7pm** in the Minsterworth Village Hall. The purpose of the meeting is to complete the business shown on the following agenda.

*Kate Wilks*

Clerk and Responsible Finance Officer  
Minsterworth Parish Council

## AGENDA

1. **To Receive Apologies for Absence.**
2. **Members of the council are invited to declare an interest they may have on the business set out below.**
3. **To Allow for Dispensations.**
4. **Public Participation-** Members of the public (MOP) may make representations, ask questions and give evidence (max 3 minutes per resident) at a meeting in respect of the business on the agenda by invitation of the chair.
5. **Minutes of the Parish Council meetings held on 8<sup>th</sup> April 2024.**
6. **To elect the Chair and Vice Chair of the Council and to receive their Declaration of Acceptance of Office.**
7. **To Receive County Councillor Report.**
8. **To Receive Borough Councillor Report.**
9. **Financial Matters:**
  - 9.1 Council to accept the Financial statement.
  - 9.2 Council to approve proposed expenditure for June 2024
  - 9.3 Approval of expenditure including
    - Abbey Loos
    - Minsterworth Village Hall
    - AGP Garden services

## **10. Planning**

- 10.1 24/00248/FUL - Part Parcel 0003 Church Lane Minsterworth Gloucester- Technical details pursuant to ref 20/01281/PIP. Erection of 8 dwellings and associated vehicular access. Extension request granted
- 10.2 24/00268/FUL - Part Parcel 3947 Main Road Minsterworth Gloucestershire Application for approval of details subject to condition 12 (Materials and samples) 14 (foul and surface water drainage details) of the planning application reference number 19/00847/FUL
- 10.3 24/00264/FUL - Land At Parcel 8923 – proposed field gateway in Pound Lane
- 10.4 24/00258/FUL - Parcel 7700 Hygrove Lane. Proposed new dwelling
  
- 10.5 Planning decisions – 22/00603/FUL – drainage on the land to the rear of Seven Acres. **PERMIT**

**11. Account access codes, passwords, PAYE, HMRC, GAPTC etc** - Council to discuss secondary holders

## **12. Highways**

- 12.1. date for a follow up meeting with Mark Harper
- 12.2. Date to turn back footpath from Severn Bank to Oakle Street
- 12.3. Drainage/pooling of water in Watery Lane; surface of Pound Lane and Church Lane – response from Highways following report of the problems

## **13. Ham Green and Calcotts Green –**

- 13.1 Report from November meeting, proposals for rejuvenation and grass cutting

**14. Councillor emails** - @minsterworth-pc.gov.uk - update

**15. Parish Noticeboard** – replacement of noticeboard at Village Hall

**16. Code of Conduct** – Council to discuss formally adopting the NALC code of conduct

## **17. Residual Items**

- 17.1 Advertising Councillor Vacancy
- 17.2 Parish Council annual insurance renewal
- 17.3 Playground inspection
- 17.4 Village design statement
- 17.5 GAPTC membership renewal
- 17.6 GAPTC Annual account audit

**18. Date for Next Meetings:** Monday 10<sup>th</sup> June at 7-00pm at Village Hall

Members are reminded that the Minsterworth Parish Council has a general duty to consider the following matters in the exercise of any of its functions: Equality Law (whether in relation to race, sex, gender reassignment, age, disability, sexual orientation, religion or belief, pregnancy or maternity provisions), Crime & Disorder, Health & Safety and Human Rights.