# DYMOCK PARISH COUNCIL

**Parish Councillors are summoned to attend a Meeting of Dymock Parish Council, at Dymock Parish Hall on Tuesday, 6th February at 7.30pm, for the purpose of transacting the business set out below.**
**The Public are cordially invited to attend.**

## AGENDA

1. **To receive and accept apologies for absence.**

2. **To receive any declarations of interest or written applications for dispensation from Councillors on agenda items.**

3. **Public Participation:**
Designated maximum period of 15 minutes to accommodate members of the public who may wish to raise relevant issues or ask the Parish Council Questions in respect of business itemised on the agenda. Each member of the public is entitled to speak only once and shall not speak for more than three minutes. Questions/comments shall be directed to the Chairman.

4. **Reports:**
a. To receive a report from County Councillor Gill Moseley.
b. To receive a report from District Councillor Gill Kilmurray.

5. **To approve and sign the minutes of the Parish Council meeting held on the 9th January 2024 as a correct record.**

6. **Polices and Procedures:**
a. To consider the Data Protection Policy – Appendix 1
b. To consider the Data Security Incident Procedure – Appendix 2
c. To consider the General Privacy Notice – Appendix 3
d. To consider the General Privacy Notice Staff – Appendix 4
e. To consider the Subject Access Policy and Request Form – Appendix 5
f. To consider the Freedom of Information Act Publication Scheme – Appendix 6
g. To consider the Risk Assessment for the Litter Pick on the 17th February – Appendix 7

7. **Neighbourhood Development Plan:**
a. To receive an update from the NDP Working Group and consider any actions.

8. **Beauchamp Arms:**
a. To consider any items arising from the Beauchamp Arms Working Group.
b. To receive a report from the FOBA representative.

9. **Planning:**
a. To comment on Planning Applications for Determination by the Forest of Dean District Council:
   - P0008/24/FUL Halt Farm, Greenway, Dymock. Erection of a single storey extension to create bedroom, wet room and carer's room.
b. To note Planning Responses Submitted between Meetings under Devolved Powers:
   - P1654/23/LBC The White House, The Village, Dymock. Listing building consent for repair to existing outbuilding rear frame, replacement of dining room double doors, open up of former doorway, removal of existing oil fired boiler and replace. SUPPORT
c. To note Planning Decisions made by Forest of Dean District Council:
   - There were none.

10. **Environment and Conservation:**
a. To consider a Biodiversity Policy and agree actions.
b. To consider a Biodiversity Working Group or committee and how to attract volunteers and agree actions.

c. To receive a report from the Environment and Conservation Working Group with regards to any other matters arising.

**11. Highways/Footpaths:**

a. To receive a report from the Footpaths Officer and agree any actions.
b. To receive a report from the Highways Working Group and consider any actions.
c. To consider the positions of the grit bins in the parish and responsibility for filling them, agree actions as required – Appendix 8
d. To receive an update on the Community Speedwatch program and agree actions.

**12. Finance:**

a. To receive the Bank Reconciliation to 31st January 2024 – Appendix 9
b. To note the Bank Statements to January 31st 2024.
c. To consider the budget versus actuals to January 31st 2024 – Appendix 10
d. To consider the end of the EON agreement and agree actions – Appendix 11
e. To receive an update on the Unity Savings Account. To note the transfers made between meetings:
   - Transfer to Dymock PC Instant access 14.01.24 £31000.00
   - Transfer to War Memorial Instant Access 16.01.24 £2700.00
f. To receive an update on the WaterPlus Water Leak Claim.
g. To consider the Clerks request for a NEST pension with the minimum 3% employer contribution.
h. To consider Cllr Bruce request to claim mileage for journeys relating to Highways issue investigation.
i. To consider the following invoices for payment:
   - GAPTC training Finance for Cllrs £30.00
   - Scribe Annual Fee Accounting System £331.20 Net
   - PATA payroll Annual Fee £155.00
   - Clerks Expenses colour printing cartridge £23.74 Net
   - Perpetua printing – NDP grant £391.00
j. To note payments made between meetings:
   - Clerks Salary January As per contract
   - Waterplus DD January £ 38.01
   - Ross on Wye Town Band Coronation May 2023 £150.00 (S137 LGA Act 1972)
k. To note income received:
   - Beauchamp Arms Rent January £1666.67 Net/£2000 Gross

**13.Training:**

a. To receive feedback from any training undertaken and to consider any training needs.

**14. Diary Dates:**

a. To consider the 16th or 23rd April for the Annual Parish Meeting.
   To consider 9th April for the ordinary meeting.

**15. Correspondence:**

To include: Forest of Dean Car Park Charge increases and 6th June D-Day 80th Anniversary celebrations.

**16. To consider items for the next meeting.**

**17. To note the date of the next meeting.**

*Rachel Freestone* **1st February, 2024**

**Rachel Freestone – Parish Clerk Dymock Parish Council.**