

NOTICE OF MEETING OF MICKLETON PARISH COUNCIL

Dear Councillor

I hereby give you notice that the meeting of the parish council of the above-named parish will be on **Wednesday 23 August 2023 at 7.30pm, to be held at King George's Hall, Chapel Lane, Mickleton.**

All members of the council are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the meeting, as set out hereunder.

Dated this 16 August 2023

Elaine Fuoco-Lang – Clerk to the Parish Council

Agenda

230823/01 To receive apologies for absence

230823/02 To make declarations of interest on the items on the agenda

230823/03 To confirm the minutes of the parish council meeting held on 28 June 2023

230823/04 To receive the clerk's report

230823/05 Finance – documents circulated prior to the meeting

- a. To receive the financial statement
- b. To approve payments
- c. To note receipts
- d. To note bank reconciliation: 1–30 June 2023
- e. To note bank reconciliation: 1–31 July 2023
- f. To note receipt of quarterly budget report sent on 30 June 2023
- g. To note quarterly check

230823/06 To provide members of the public/press with the opportunity to comment on items on the agenda or raise items for future consideration – in accordance with standing orders this will not exceed 15 minutes and five minutes per person

230823/07 To receive a report from Gloucestershire County Council

230823/08 To receive a report from Cotswold District Council

230823/09 To consider the following planning applications:

From Cotswold District Council:

- a. To note the following planning application: 23/01991/TCONR T1 Silver Birches X 4 Reduce by 2m and shape and thin. T2 Conifers (rear of house) Cut back to collar to reduce back from house – Mickleton House, High Street (note already approved by Cotswold District Council)
- b. 23/02383/LBC Listed Building Consent for Demolition of existing conservatory and replacement with new single storey extension and erection of detached annex – Orchard Cottage, Chapel Lane

- c. 23/02382/FUL Full Application for Demolition of existing conservatory and replacement with new single storey extension and erection of detached annex – Orchard Cottage, Chapel Lane
- d. 23/02224/FUL Full Application for Erection of single storey side/link extension and associated works – Willowbrook, Stratford Road

From Stratford-on-Avon District Council:

- e. 22/03664/REM Submission of Reserved Matters application (internal access, appearance, landscaping, layout and scale) for 60 Affordable dwellings, including all associated works which includes a substation, pursuant to planning permission 23/00138/VARY (below)
- f. 23/00138/VARY Variation of conditions 3, 7, 8, 9, 13, 19 and 24 of outline planning permission 20/02745/OUT to seek approval for changes to the approved parameters plan (condition 3), changes to the parameter plan reference in existing conditions (conditions 7, 8, 9 and 13), changes to the quantum of open space to be provided (condition 8), changes to the external ambient noise levels to be adhered to (condition 19) and changes to the referenced flood risk assessment relating to surface water drainage (condition 24)
- g. To consider any urgent planning applications received since publication of the agenda
- h. To receive an update on planning permissions/refusals

230823/10 To note the external auditor's report

230823/11 To agree the revised AGAR Section 2 Accounting Statements, with restated figures for boxes 4 and 6 for the previous year 2021/2022.

230823/12 To approve terms of reference for the following working groups:

- a. Burial
- b. Junior playing field
- c. Maintenance of grounds
- d. Games area
- e. Planning
- f. Policies and procedures
- g. Sports club

230823/13 Policies to adopt/amend:

- a. To adopt the Information Commissioner's Office publication scheme
- b. To amend the Information Commissioner's Office publication scheme guidance, to include information on vexatious claims

230823/14 To note weekly checks of junior playing field playground and games area

230823/15 To vote on quotations received regarding painting the skateboard ramps at the games area on an annual basis

230823/16 To note an update the games area risk assessment

230823/17 Games area open day: to agree costs

230823/18 To approve handyman to carry out junior playing field and games area repairs (list circulated to councillors) as identified in weekly checks/RoSPA reports

230823/19 To agree a two-year review of cemetery fees – next review August 2024

230823/20 To vote on purchasing an annual licence for Parish Online mapping software – £88

230823/21 To receive correspondence

230823/22 To note agenda items for the next parish council meeting

230823/23 To confirm the date for the next parish council meeting: 27 September 2023

Pursuant to section 1 (2) of the Public Bodies (Admission to meetings) Act 1960, it is resolved that because of the confidential nature of the business to be transacted that the meeting be held in private session to discuss to the points below. No other business will be discussed.

230823/24 To vote on decisions regarding exclusive right of burial transfers for the following plots: 76, 481, 499, 438A and 131

230823/25 To vote on a decision regarding historical pre-purchase of exclusive right of burial for plot 568A

230823/26 To agree 3-month continuation of clerk's increased hours

230823/27 To note clerk's salary increase for completing the Certificate in Local Council Administration (CiLCA) qualification – as per the clerk's contract of employment