

ALVINGTON PARISH COUNCIL

Thursday 25th May 2023

To all members of the Council

You are hereby summoned to attend the Council Meeting of Alvington Parish Council as detailed below to transact the following business.



Meg Humphries, Clerk to the Council

Members are reminded that the Council has a duty to consider the following matters in the exercise of any of its functions: Equalities, Crime and Disorder, Health and Safety and Human Rights.

Agenda: Full Council, Thursday 1st June 2023, 7.30 pm at Alvington Memorial Hall

1. To receive apologies for absence.
2. To note any declarations of interest relating to the agenda.
3. To approve the accuracy of the [draft minutes of the Full Council Meeting on 11.05.23](#) and of the [draft 07.07.22 minutes](#) (previously approved but signing overlooked).
4. Public forum.
5. To receive/note any reports from county and district councillors for the parish.
6. Annual Governance and Accountability Return 2022-23: To receive and note the [Annual Internal Audit Return](#).
7. Annual Governance and Accountability Return 2022-23: To approve [Section 1](#) of the Annual Governance and Accounting Return (Annual Governance Statement).
8. Annual Governance and Accountability Return 2022-23: To approve [Section 2](#) of the Annual Governance and Accounting Return (Accounting Statements).
9. Annual Governance and Accountability Return 2022-23: To approve the [Certificate of Exemption](#).
10. Annual Governance and Accountability Return 2022-23: To note the [analysis of significant year-on-year variances](#).
11. Annual Governance and Accountability Return 2022-23: To note the [dates for the exercise of public rights](#): Monday 5th June to Friday 14th July inclusive.
12. Planning.
 - a) To receive any planning updates.
13. Village.
 - a) To note the annual RoSPA Playsafety play area inspection reports and agree any actions as a result.
 - b) To note updates on village/parish improvement matters (see [meeting pack](#)).
14. Sports Field.
 - a) Alvington Summer Fun 23/7/23: event planning progress
 - b) Pavilion project: to receive any updates.
 - c) To receive any other reports on the sports field.
15. Churchyard.
 - a) To receive updates on any churchyard matters.

16. Highways.

- a) To note the response (received 22/05/23) to the parish council's letter to Gloucestershire Highways.
- b) Road safety: to receive any updates including partnership work with Aylburton Parish Council.
- c) To note any updates on Highways matters (see [meeting pack](#)).

17. Finance.

- a) [Bank Reconciliation for Q4 of 22/23](#): to note.
- b) Budget Statement for Q4 of 22/23: to note [income](#) and [expenditure](#).
- c) [Accounts statement for Q4](#) of 22/23: to note.
- d) Internal controls checks for Q4 22/23: to note completion.
- e) To note a variation in the amount paid for portaloo hire (on May payments list). Original amount listed (£135) excluded VAT, and the amount owed was in fact £162, to be rectified through a further reimbursement payment to Cllr Thompson, in the next item.
- f) To approve the [payments for June 2023](#):

M Humphries	Clerk Pay May 2023	£337.98
R Morgan	Churchyard grass May 2023	£228.00
R Morgan	Garlands Rd grass May 2023	£40.00
G Thompson	Coronation event portaloo hire – remainder (VAT)	£27.00
G Thompson	Fun day portaloo hire inc VAT	£240.00
N Powell	Reimbursement for coronation event bunting	£35.96
RoSPA Playsafety	Annual play area safety inspection	£180.00

- g) To note the receipt of [income received since the last meeting](#).

09/05/2023	Bank interest	£17.43
22/05/2023	Coronation event takings #1	£324.20
22/05/2023	Coronation event takings #2	£162.00
23/05/2023	Fun day pitch hire GE	£10.00
24/05/2023	Fun day pitch hire R+J Shepherd	£10.00
24/05/2023	St Briavels Cricket Club - field hire 10/6	£20.00

18. To note [correspondence for information](#).

19. Council

- a) To receive the [Clerk's Report](#).
- b) Play equipment safety checks Q2: To delegate.
- c) General safety checks Q2: To delegate.
- d) To receive councillors' reports and items for future agendas.
- e) To note the date of the next full council meeting: Thursday 6th July 2023 at 7.30 pm.