

RIPPLE PARISH COUNCIL

Ripple Parish Hall, School Lane, Ripple, Tewkesbury, Glos. GL20 6EU

To all members of the Parish Council:

You are summoned to attend the Annual meeting of Ripple Parish Council to be held on **Monday 24 May 2021 at 7.00pm at Ripple Parish Hall** for the transaction of business on the following agenda.

Members of the public and press are also invited and encouraged to attend however due to Covid restrictions only **10** will be permitted. If you would like to attend in person please register with the Clerk by e-mail by 20 May 2021 places will be allocated on a first come first served basis. If you are unable to attend but have comments/questions for the Parish Council to consider, please submit them by 21 May 2021 by sending an e-mail to the Parish Clerk at: clerk@rpcworcs.co.uk. **Please note only those who have been allocated a place will be permitted to enter the council meeting.**

Signed By



Michelle Hinde- Clerk and RFO

clerk@rpcworcs.co.uk

18 May 2021

ANNUAL MEETING OF RIPPLE PARISH COUNCIL AGENDA

1. To elect the Chairman and Vice Chairman and Acceptance of Office forms to be signed.
2. The Chairman will formally ask if anyone is intending on recording or filming the meeting.
3. To receive comments from the public - no decisions will be made on issues raised. Any items requiring decisions will be added to the agenda for the next meeting (NB Councils cannot lawfully decide items of business that are not specified on the agenda (LGA1972 Sch 12, paras 10(2)(b) and Longfield Parish Council v Wright (1918) 88 LJ Ch 119)
4. The Chairman will welcome Michelle Hinde as the new Clerk
5. To note apologies for absence
6. To receive declarations of interest for items on the agenda below (Localism Act 2011) and to confirm the meeting quorate
7. To confirm and agree minutes of the Parish Council Meeting held on 12 April 2021
8. To receive Clerks report and agree actions
9. To welcome the new County Councillor
10. To receive County Councillors report and agree actions
11. To receive District Councillors Report and agree actions
12. **Finance, all documents circulated prior to the meeting**
 - a) To consider and resolve to agree outstanding payment list for May 2021
 - b) To approve the annual accounts and bank reconciliation for Year End 31 March 2021
 - c) To receive the Internal Auditors report
 - d) To approve the Annual Governance Statement 2020-2021 (AGAR section 1) for external Auditors PKF Littlejohn

RIPPLE PARISH COUNCIL

Ripple Parish Hall, School Lane, Ripple, Tewkesbury, Glos. GL20 6EU

- e) To approve Accounting Statements 2020-2021 (AGAR section 2) for external Auditors PKF Littlejohn
 - f) To agree dates for the exercise of public rights to inspect accounts
 - g) To approve Ripple Parish Council using online banking
 - h) To consider Clerks home working expenses and pension and agree actions
- 13.** To receive update on Parish Council procedures and resolve to agree actions:
- a) Review subscriptions to other bodies
 - b) Confirm arrangements for insurance cover in respect of all insured risks
 - c) Review Asset Register
 - d) To approve Parish Council Meeting Dates for 2021/22
 - e) To approve the Management Group discussed in the meeting on April 12 2021
 - f) To approve Urgent Decisions Group discussed in the meeting on April 12 2021
 - g) To consider adoption of internal controls procedure
- 14.** To Review the following policies circulated prior to the meeting:
- a) Complaints Procedure
 - b) Standing Orders
 - c) Code of Conduct
 - d) Financial Regulations
- 15.** To consider the adoption of the following policies and agree actions circulated prior to the meeting:
- a) Data Protection and Freedom of Information
 - b) Memorial Benches
- 16.** To consider application for memorial bench in Uckinghall and agree actions
- 17.** To review litter bin allocation and agree actions
- 18.** To discuss the saplings on the A4104 and agree actions
- 19.** To discuss the implementation of broadband in Ryall and the The Grove and agree actions.
- 20.** To discuss the new contract for the Lengthsman and agree actions
- 21.** To discuss the following planning applications/appeals made since the last meeting and agree actions:
- a) 21/00576/HP- 3 Tewkesbury Road, Naunton, WR8 0PX
 - b) 21/00686/CLPU-Upton Marina, East Waterside, Upton upon Severn. WR8 0PB
- 22.** To receive agenda items for the next meeting of the council
- 23.** Date of Next Meeting : Annual Parish Meeting 28 May 2021
Parish Council Meeting 28 June 2021

Please note this meeting may be filmed or recorded

MEMBERS OF THE PUBLIC WHO DO ATTEND WILL BE REQUIRED TO SIGN IN AND STICK BY COVID GUIDELINES RESPECTING SOCIAL DISTANCING AND WEARING A MASK (UNLESS EXEMPT ON MEDICAL GROUNDS)