



## PUCKLECHURCH PARISH COUNCIL

To all members of the Council

You are hereby summoned to attend a virtual annual meeting of Pucklechurch Parish Council to be held on Wednesday 5<sup>th</sup> May 2021 at 7.30 pm. The meeting will be held by virtual link and the agenda is below and has been called for the purpose of transacting business as per the details on the agenda below.

Notice to members of the Public

Members of the public are invited to join the virtual meeting and to ask questions and raise issues with the councillors. This session will last no more than 15 minutes.

*Members and Parishioners are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, age, gender, sexual orientation, marital status and any disability and religious beliefs), Crime & Disorder, Health & Safety and Human Rights.*

Signed:

Daphne Dunning  
Clerk and RFO Pucklechurch Parish Council

Thursday 22<sup>nd</sup> April 2021

Topic: Pucklechurch annual council meeting Time: May 5, 2021 07:30 PM London

Join Zoom Meeting

<https://zoom.us/j/96325892537?pwd=TIlxZ1hGbXZSenBBNC9KcEFPMHICUT09>

Meeting ID: 963 2589 2537

Passcode: 250538

One tap mobile

+441314601196,,96325892537#,,,,\*250538# United Kingdom

+442034815237,,96325892537#,,,,\*250538# United Kingdom

Dial by your location

+44 131 460 1196 United Kingdom

+44 203 481 5237 United Kingdom

+44 203 481 5240 United Kingdom

+44 203 901 7895 United Kingdom

+44 208 080 6591 United Kingdom

+44 208 080 6592 United Kingdom

+44 330 088 5830 United Kingdom

Meeting ID: 963 2589 2537

Passcode: 250538

Find your local number: <https://zoom.us/u/abB2qMNY0j>

### **AGENDA**

#### **Public Participation**

To receive and note submissions from the public.

- 1. To elect the Chairman of the Council.**
- 2. To receive the Chairman's signed Declaration of Acceptance of Office.**



## **PUCKLECHURCH PARISH COUNCIL**

**3. To elect the Vice Chairman of the Council.**

**4. To receive the Vice Chairman's signed Declaration of Acceptance of Office.**

### **5. Apologies**

To note apologies for absence.

### **6. Declarations of Interest (if any) and dispensations**

In accordance with the Local Code of Conduct to receive any declarations of disclosable pecuniary or non-disclosable pecuniary interests and to consider and grant any dispensation requests.

### **7. Minutes**

To confirm the minutes of 21st April 2021 for accuracy (draft previously circulated to Councillors; copies available on application to the Clerk).

## **8. AGENDA ITEMS TO ACTION**

**8a. To review and adopt Standing Orders and Financial Regulations**

**8b. To review Code of Conduct.**

**8c. To review and approve the Risk Assessment.**

**8d. To review and confirm arrangements for insurance cover in respect of all insured risks.**

**8e. To review and appoint working groups and councillor representatives and outside bodies and committees.**

**8f. To review GDPR compliance and confirm any breaches during 2020/21.**

**8g. To review Freedom of Information requirements and subject access request policy and note any FOI/SAR requests received for 2020/21.**

**8h. To agree and approve schedule of meetings for the current year.**

**8i To receive and note the Annual Internal Audit Report for year end 31/03/21**

**8j To consider and approve the Annual Governance Statement (Section 1) for year end 31/03/21**

**8k To consider and approve the Accounting Statements (Section 2) for year end 31/03/21 noting the end of year reconciliations, explanation of variances and agree end of year report.**

**8l To note the period for the exercise of public rights is set from Monday 7<sup>th</sup> June 2021 and ending on Friday 16<sup>th</sup> July 2021.**



## **PUCKLECHURCH PARISH COUNCIL**

**8m To agree a response to the letter from planning enforcement.**

### **9. AGENDA ITEMS TO NOTE**

None at the time of the agenda

### **10. PLANNING**

#### **10a. Planning applications**

##### **10ai. P21/02739/PNH 30 St Aldams Drive Pucklechurch South Gloucestershire**

Erection of a single storey rear extension, which would extend beyond the rear wall of the original house by 4.8m, for which the maximum height would be 3.4m, and for which the height of the eaves would be 2.6m.

#### **10b. Planning decisions**

##### **10bi P21/01178/F 7 Homefield Road Pucklechurch South Gloucestershire BS16 9QA**

Erection of single storey side extension to form additional living accommodation. Approved with conditions.

#### **10c. Planning enforcement and any other actions**

None at the time of the agenda

### **11. REPORTS**

**11a.** To receive pre-submitted reports from Councillors.

**11b.** To receive Report from District Councillor(s).

**11c.** To receive report from the Clerk.

### **12. FINANCE**

**12a.** To agree payment of contractual or other obligations.

**13.** Future agenda items.

**14.** The date of the next council meeting is to be confirmed subject to the outcome of a legislative challenge on remote meetings.