

TETBURY UPTON PARISH COUNCIL

MINUTES OF THE ANNUAL PARISH COUNCIL MEETING HELD ON WEDNESDAY 10th May 2023 In the Council Chamber, Tetbury Town Council

Present: Cllr R Witchell, Cllr M Tanner, Cllr J Pearce, Cllr T Morris

Also Present: Mrs J Hunt (Clerk)

Prior to the meeting all members signed the acceptance of office for the Council term 2023 to 2027

- 1 **Election of Chairman – To hold office until the Annual meeting 2024**
and to accept the Chairman's acceptance of office –
Cllr Witchell was proposed and seconded and unanimously elected.
Resolution 01/23
- 2 **Election of Vice-Chairman – To hold Office until the Annual Meeting 2024**
and to Accept the Vice-Chairman's Acceptance of Office
Cllr Tanner was proposed and seconded and unanimously elected
RESOLUTION 02/23
- 3 **Public consultation** No members of the public were present
- 4 **Apologies and Reasons for Absence – S Evans (holiday)**
- 5 **To Co-Opt Councillor for the 2023 -2027 term.** Deferred to next meeting when S Evans has returned.
- 6 **Declaration of Interests and Update Register of Members' Interests**
None
- 7 **Acceptance and signing of Minutes of the Parish Council Meeting held on 1st March 2023**
RESOLUTION 03/23
RESOLVED that the Minutes are an accurate record and were signed by the Chairman
- 8 **To Discuss any Matters Arising from the above Minutes not included on the Agenda**
No matters arising
- 9 **To receive County and District Cllr reports – No Councillors present**
- 10 **Planning and Tree Works**
23/01230/FUL Full Application for Operational works to building at Land Parcel South West Of Nesley Down Charlton Down Tetbury Gloucestershire – *No objections*
Councillor Morris declared an interest and left the room.
- 11 **To note applications received and responded to between meetings**
23/00726/COMPLY Compliance with conditions application for Compliance with condition 5 (Scale Drawings) of consent 22/02400/LBC - Erection of single-storey extension and associated works at Upton House Tetbury Upton Tetbury Gloucestershire GL8 8LP **No objections**
23/00698/FUL Full Application for Demolition of majority of rear wing and storage building. Conversion of remaining building to one dwelling and erection of garage at Upton Grove Tetbury Upton Tetbury Gloucestershire GL8 8LP **No objections**
- 12 **To note any applications received since the publication of the agenda – None received**
- 13 **Budget Report and Bank Reconciliation up to 9th May 2023** Noted. It was noted a CiL payment of 2007.82 has been received.
- 14 **To agree bills for payment –**

| Date | Payee | Amount | Reason |
|------------|-----------------|---------|---------------------|
| 31.04.2023 | J Hunt | £288.44 | Salary and expenses |
| 31.04.2023 | HMRC | £2.40 | Income tax |
| 30.04.2023 | J Hunt | 173.60 | Salary and expenses |
| 11.05.2023 | Community First | £121.44 | Insurance |
| 11.05.2023 | GAPTC | £72.61 | Subscription |

It was agreed to pay all accounts
- 15 **To consider internal Audit report - Deferred to next meeting**
- 16 **To sign the certificate of exemption from a limited assurance review 2022/2023 – approved and signed**
- 17 **To approve annual governance statement 2022/2023 section 1-** approved and signed
- 18 **To approve annual governance statement 2022/2023 section 2-** approved and signed
- 19 **To consider donation to Tetbury in Bloom – It was agreed to continue the donation of £250 to**

Tetbury in Bloom in appreciation of the work they carry out in the town.

12 Correspondence for action

- Notification of road works in London Road/Combers End and West Street.

21 To report any highways issues – No new issues

Cllr Pearce left the meeting

22 To receive any councillors reports. No reports

23 Date and time of the Next Meeting – 5th July 2023 at 7.30pm

There being no further business the meeting closed at 7.30