NORTON PARISH COUNCIL

Clerk: Selina Bostock
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NOTICE OF PARISH COUNCIL MEETING

To Members of the Council

You are hereby **summoned to attend a Meeting of Norton Parish Council to be held in Norton Village Hall on Wednesday 8th May 2024 at 7.30pm** for the purpose of transacting the following business.

A 15-minute period of time will be set aside during the meeting for members of the public to raise questions and/or comment on items on this agenda, or raise issues for future consideration.

The time designated for public participation at a meeting in accordance with the Council's Standing Orders (3(e)) shall not exceed 15 minutes and will be under the direction of the chairman of the meeting. Subject to standing order 3(f), a member of the public shall not speak for more than 3 minutes.

S Bostock

Clerk to the Council

Dated: 2nd May 2024

AGENDA

1. To receive apologies for absence.

2. Election of Chairman and the signing of the Declaration of Acceptance.

3. Election of Vice Chairman and the signing of the Declaration of Acceptance.

4. To appoint the roles of -

    a. The internal auditor
    b. Parish Council representative for the Village Hall Management Committee
    c. Parish Council representative on the Gloucestershire Airport Consultative Committee

5. To review Norton Parish Council's Standing Orders Jul18.V1 with a planned review for the July meeting of the full council

6. To review and adopt the Code of Conduct for Norton Parish Council May 2023 V1

7. To review and adopt the Publication Scheme for Norton Parish Council on the council website

8. Declarations of Interest: Councillors are reminded that to ensure transparency and retain public confidence in the council's decisions they are required to –

    a. Keep their Register of Interests form up to date;
    b. Declare any Disclosable Pecuniary Interests (DPI) and any Other Disclosable Interests (ODI) in agenda items and the nature of those interests.

9. To review and adopt –

    a. Financial Regulations V4 Jun 2021

b. Financial Risk Assessment V4 Nov 2019

10. Public Participation (maximum 15 minutes)

11. To confirm the Minutes of the Parish Council meeting held on 13th March 2024 record any related actions not covered in this agenda

12. To receive reports:

    a. County Councillor
    b. Borough Councillor
    c. Chairman's Report
    d. Members
    e. Norton PCC
    f. Neighbourhood Watch

13. Norton C of E Primary School update

14. Norton Rugby Club update

15. Norton Village Hall - Update from Parish Councillor on Norton Village Hall Management Committee

16. Gloucestershire Airport Consultative Committee – Update from Parish Councillor on the committee

17. Speeding concerns – application to reduce speed on the A38 – progress update

18. To consider the purchase and installation of a "Norton" sign for Wainlode Lane

19. Norton Nurturing Nature

    a. Update from the Norton Nurturing Nature council lead

20. Norton Play Space

    a. Maintenance inspection plan – update

    b. Update on the planned treatment of moss on and around the MUGA by UBICO

    c. To consider the parishioners' thoughts on whether the installation adult of exercise equipment would be beneficial to the parish

    d. To consider a response to Norton C of E Primary School Parent Teacher Association's request to install a fence around the GCC/School land used for Forest School following their revised request.

21. To record the Clerks appraisal

22. Planning Matters

    a. To consider the proposal to change permitted development rights and the potential effects on Norton Parish

    b. To consider how the council should compile data to record issues with storm water in Norton, so that it can be used for future planning responses

    c. To consider the response to the proposed application for Phase 2 of the Lime Close Development in Norton

d. 24/00086/OUT - Part Parcel 4670 Tewkesbury Road Norton Gloucester – Update on response

e. Update on a proposed review of the Down Hatherley, Norton and Twigworth Neighbourhood Development Plan

23. Finance

a. To receive the finance report

b. To approve payments in accordance with the finance report

c. To approve and sign the **Certificate of Exemption – AGAR 2023/24 Form 2**

d. To receive and record the **Annual Internal Audit Report 2023/24**

e. To review, approve and sign **Section 1 - Annual Governance Statement 2023/24**

f. To review, approve and sign **Section 2 – Accounting Statements 2023/24**

g. To adopt the accounts for the Year Ended 31st March 2024

24. Matters arising not on this agenda to be considered at the next meeting

Date of the Next Meeting: Wednesday 10th July 2024