**Quinton Parish Council**

**Ordinary Meeting of the Parish Council**

**ANNUAL MEETING OF THE PARISH (PARISH ASSEMBLY)**

TO ALL ELECTORS OF QUINTON PARISH

You are invited to participate. It will be held on Tuesday 23rd April at 7pm in Meon Vale Community Centre.

AGENDA

1.Apologies for absence

2. Approval of Minutes from May 2023

3.Report from the Community Police Officer

4.Report from the Parish Council Chairman, Councillor Robert Spooner

5. Reports from County Councillor and District Councillor

6.Report from any of the parish organisations or clubs

7.Any matters raised by electors.

To be followed by:

**ORDINARY PARISH COUNCIL MEETING**

Members are summoned to the Ordinary Parish Council meeting to be held on **Tuesday; 23rd April 2024 at 7.30pm** at Meon Vale Community Centre for the purpose of transacting the following business.

The meeting is open to the press and members of the public who are welcome to attend the meeting but may only speak during the allocated time as listed under agenda item 4 (questions from the public). The public may ask questions or raise concerns regarding matters on this agenda or for future consideration. There is no expectation on the council to respond to any comments made at this time. Those wishing to speak will be limited to 3 minutes.

**Agenda**

**1.Apologies** *To receive apologies for absence.*

**2. Declarations of interest**

Councillors are reminded, 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) where the interest is theirs, their spouse or civil partner, and any Other Disclosable Interests (ODI) in agenda items and the nature of those interests.

c)Unless granted dispensation they may not participate in any discussion o or vote on the matter and may be asked to leave the room for the duration of the matter.

-2-/April 2024

**3. Minutes of the previous meeting**

To approve the minutes of the meeting on 5th March 2024

**4. Questions from the public**

To receive any questions from the public including those relevant to items on the agenda. Members of the public are limited to 3 minutes each with maximum 15 minutes for the open session.

**5. County and District Councillor reports**

To receive news and information from both the County and District Councillors

**6. Chairman’s report**

To receive comments from the Chairman

**7. Clerks update on any outstanding matters including**

7.1 Update on pavilion and transfer of operational processes to the Charity

7.2 Status report on Hall Reynolds, PC appointed solicitor for the asset transfer

7.3.Website – to prepare content including meetings, committees and successes onto the PC site.

**8. AMC update**

8.1. Members to receive information from the Asset Management Committee on work achieved so far, and next steps including potential change to kitchen facility in the community centre.

8.2 To consider an agreement with Preim once the assets have been transferred.

**9. Review draft SOP’s from councillors have responsibility for undertaken the 4 key tasks:**

9.1 Cllr. Spooner - the inspection of defibrillators and the maintenance/review of the 20mph system.

9.2 Cllr. Watson – maintenance of CCTV

9.3.Cllr. Suzie Edmunds – playground inspection

**10. Quinton Village Duck Pond**

To consider reinstating the presence of ducks for the village pond, and to consider approving the cost of £240 to procure the ducks.

**11. Play Area repairs**

To consider approving the cost of £70.50 for playground repairs.

**12. Support of Neighbouring Parish Council**

Members to consider supporting Pebworth Parish Council in seeking WCC change of the 40/50/40 speed limit between the two roundabouts near Meon Vale

**13. Planning Permission**

To consider applying for planning permission on Quinton Playing Fields for container storage of cricket & football equipment.

**14.. Finance**

14.1 to receive information on appointed internal auditor

14.2 to receive bank reconciliation, budget update and approve items for payment (see Appendix 1)

-3-/April 2024

**15. Planning Matters**

To consider any planning matter relevant to the parish council meeting, including:

24/00777/TPO Edmunds Close, Quinton. T1 reduce height from 8m to 6m

24/00618/LBC & 24/00620/FUL Manor House Lower Quinton. Proposed works to stabilize and repair failed part of stone boundary

24/00787/FUL 6 Hill Lane, Upper Quinton. Proposed ramped access to front door to provide wheelchair access.

**16.. Councillor Reports**

16.1 Members to report any items relevant to the parish council

**17. Date and venue of next meeting**

Debbie Woodlife

Parish Clerk/RFO 16th April 2024

Parish Council Members:

COUNCILLORS:

Robert Spooner ( Chair)

Chris Watson, Sean Edmunds, Suzi Edmunds, Andy Smith, David Bartlett, Sukhvinder Sahdra

APPENDIX 1

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| **PC PAYMENTS MADE** |  |  |  |  |
| **Date** | **Payee** | **Cheque No.** | **£** | **Details** |
| 03/04/2024 | Parish Clerk | BP | 324.60 | PAYE - March |
| 03/04/2024 | HMRC | BP | 81.00 | Tax - March PAYE |
| 03/04/3024 | Village Hall | BP | 12.00 | Hall Hire - February |
| 11/04/2024 | Christine Johnson | BP | 109.98 | Floor Cleaning Products |
| 15/04/2024 | BT Group | DD | 100.00 | Broadband |
| 17/04/2024 | Mr C Watson | BP | 77.05 | Envato Invoice |
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| **PC PAYMENTS FOR APPROVAL** | | **31/03/2024** |  |  |
| **Date** | **Payee** | **Cheque No.** | **£** | **Details** |
| 25/04/2024 | WALC | BP | 893.60 | Annual Subscription |
| 25/04/2024 | Georgia Franks | BP | 396.00 | Playground/Highway Checks |
| 28/04/2024 | Parish Clerk | BP | 324.40 | PAYE - April 2024 |
| 03/05/2024 | HMRC | BP | 81.20 | Tax - April PAYE |
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