

## **PAUNTLEY PARISH COUNCIL**

Parish Councillors are summoned to the Annual Meeting of the Parish Council,  
**At Pauntley Village Hall, Brand Green**  
**On Monday, 18th May at 6.30pm**

### **AGENDA**

- 1. To elect the Chairman of the Council for 2026/27 and to receive the Declaration of Acceptance of Office Form.**
- 2. To receive and accept apologies for absence.**
- 3. To receive any declarations of interest or written applications for dispensation from Councillors on agenda items.**
  - a. To remind members to review their Register of Interests and inform of any changes within 28 days.
- 4. To elect the Vice-Chairman of the Council for 2026/27.**
- 5. To note that Pauntley Parish Council do not meet the criteria for General Power of Competence in 26-27. Elected -2/3 of total and a CiLCA qualified clerk. Only 2 Cllrs elected. S137 applies.**
- 6. To agree and sign the minutes of the Parish Council meeting held on the 9<sup>th</sup> March 2026.**
- 7. To consider any matters arising from the Annual Parish Meeting held on the 27th April.**
  - a. VETS scheme.
  - b. The request to reinstate a bridlepath.
  - c. Lack of adequate Broadband provision.
- 8. Open Session**

Designated maximum period of 5 minutes to accommodate members of the public who may wish to raise relevant issues or ask the Parish Council Questions in respect of business itemised on the agenda and shall not speak for more than five minutes.
- 9. Reports**
  - a. To receive a report from District Councillors Cllr Phillip Burford and Cllr Clayton Williams.
  - b. To receive a report from Gloucestershire County Councillor for Newent Gill Moseley.
- 10. To note the attendance record of councillors at meetings during 2025-26 – Appendix 1**
- 11. To review/adopt the following policies for Pauntley Parish Council:**
  - a. LGA Code of Conduct – Appendix 2
  - b. Standing Orders – Appendix 3
  - c. Financial Regulations – Appendix 4
  - d. Risk Register – Appendix 5
  - e. Risk Management Policy – Appendix 6
  - f. Reserves – Appendix 7
  - g. To remind members of compliance with the transparency code.
  - h. To remind councillors of the self-disqualification law.
- 12. To appoint Members to serve on Working Groups:**
  - a. Finance
  - b. Planning
- 13. To appoint 2 members to serve on the Village Hall Committee.**

## Agenda – Parish Council Annual Meeting 18<sup>th</sup> May 2026

### 14. Assets:

- a. To consider and approve the Asset Register for 2026 – Appendix 8
- b. To note and thank the volunteers who maintain the defibrillators.
- c. To consider the Health and Safety Inspection and maintenance of assets for 2026-27

### 15. Finance

- a. To note the April 2026 Bank Reconciliation and bank balances – Appendix 9
- b. To note the 25/26 End of Year Bank reconciliation and bank balances – Appendix 10
- c. To note the 25/26 End of Year reserves statement – Appendix 11
- d. To note that the internal audit has not yet been completed and an extra meeting will be required in June to consider these prior to the deadline of the 30<sup>th</sup> June.
- e. To note the list of payments over £100 for 2025/26 – Appendix 12.
- f. To note the dates for the Notice of Public Rights and Publication as 3rd June – 14<sup>th</sup> July inclusive, publicised on the website and noticeboard.
- g. To consider a competent internal auditor external to the council for 2026-27.
- h. To consider the quote and any amendments required for the 2026/27 insurance provision as provided by Community First (previously circulated).
- i. To consider and approve the appointment of PATA Payroll as Payroll provider for 2026-27.
- j. To consider and approve NEST for the Clerks pension and the 3% Employer contribution.
- k. To consider continuing to use the “payments and receipts” accounting method for 2026-27.
- l. To consider and approve the schedule of regular payments (DD) for 2026-27 – Appendix 13.
- m. To note the VAT126 claim of £268.44 for 2025/26.
- n. To consider and approve Lloyds Bank Signatories.
- o. To confirm the clerk’s delegated authority to make payments between meetings as necessary.

#### p. To consider the following invoices for payment:

- Clerk expenses – printer ink £23.32net/£27.99gross
- GALC – devolution training £50
- GALC – Annual subscription £101.64

#### q. To ratify regular payments made between meetings:

- Clerk Salary March incl PAYE As per contract
- Nest pension March Salary £54.29
- Lloyds Bank monthly service charge – March and April £8.50

#### r. To ratify payments made between meetings:

- Cllr expenses – Annual Parish Meeting £33.31

#### s. To note income received:

- Forest of Dean Precept £7300.00
- Savings bank Interest 2025-26 £38.03
- Bank Interest April 2026 £1.99

#### t. To note virements:

- |              |          |      |
|--------------|----------|------|
| From Savings | 25.03.26 | £500 |
|--------------|----------|------|

### 16. Planning

- a. To confirm the clerk’s delegated authority to respond to planning queries between meetings.
- b. To comment on applications for Determination by Forest of Dean District Council:
  - P0368/26/FUL Paunt House Barn Change of use of agricultural land and erection high stable building, septic tank and fencing to create paddocks. Comment by 22.05.26
- c. To note NO planning responses submitted between meetings under devolved powers.
- d. To note planning decisions made by Forest of Dean District Council:
  - P0249/26/FUL Lime Grove, Compton Green. 20ft container for incidental storage. Granted Permission.

### 17. Footpaths/Highways:

- a. To appoint a Footpaths Officer for 2026-27.
- b. To note the response from GCC Highways that if no parking restrictions they have no powers of enforcement.

Agenda – Parish Council Annual Meeting 18<sup>th</sup> May 2026

**18. Correspondence**

FoDDC Biosphere and Commoners Association.

**19. To consider items for the next meeting – no discussion.**

**20. To note the date of the next ordinary meeting on Monday, 13<sup>th</sup> July, 7.30pm in the Village Hall.**

*Rachel Freestone*

**Date: 13<sup>th</sup> May 2025**

Rachel Freestone

Parish Clerk – Pauntley Parish Council.