



# Dodington Parish Council

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## **PUBLIC NOTICE**

**NOTICE OF an Ordinary Meeting** of Dodington Parish Council which will be held in the Council Chamber Dodington Parish Hall, Finch Road, Chipping Sodbury, on **Monday 23<sup>rd</sup> October 2023 at 7:30pm** for the purpose of transacting the business set out in the Agenda below.

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.”

*Hannah Saunders*

H C Saunders  
Clerk to the Council  
17<sup>th</sup> October 2023

### **Evacuation Procedure**

If the fire alarm siren sounds, leave the building via the nearest fire exit and assemble at the far end of the car park. Do not run or stop to collect your belongings. The able bodied should assist those with mobility problems.

NOTE – Please be careful, cautious and considerate. Please sanitise hands on entering. Some of the doors/ windows may be open to help with ventilation– so bring coat in case you find yourself in a draught. If you are exhibiting any symptoms of C-19 or Flu – please don't attend meeting.

### **BUSINESS TO BE TRANSACTED**

- 7.30 –                    **1.** APOLOGIES for absence
- 2.** DECLARATIONS OF INTEREST under the Localism Act 2011 and requests for dispensations  
7.35                    Members who consider that they have an interest are asked to; (a) state the item number in which they have an interest, (b) the nature of the interest, and (c) whether the interest is a disclosable pecuniary interest, non-disclosable pecuniary interest or non-pecuniary interest
- 7.35 – 7.45            **3.** PARISIONERS QUESTIONS  
                              The press and public are invited to attend.

- 7.45 – **4.** To approve MINUTES of the Full Council Meeting held on 18<sup>th</sup> September 2023 and note any Matters Arising
- 7.50 **5.** To note MINUTES from following Committee Meetings received – and to be approved at next meetings:
- CL&E from 25<sup>th</sup> September next CL&E Meeting – 30<sup>th</sup> October 2023
  - Planning from 2<sup>nd</sup> October next Planning Meeting – 6<sup>th</sup> November 2023
- 7.50 – 7.55 **6.** Report from WARD COUNCILLORS (written reports accepted if Ward Council can't be present).
- 7.55 – 8.00 **7.** PLANNING MATTERS
- Planning Applications to Consider, as per SGC Planning Portal
  - Decisions to note, Circulated Schedule & Planning Enforcement matters.
- 8.00 – 8.05 **8.** TERN INN CARPARK RE-DEVELOPMENT
- To receive update from developer / SGC regarding hedge
- 8.05 – 8.10 **9.** CONSULTATIONS to review and respond to as necessary
- Polling Districts & Polling Places Review 2023
- 8.10 – 8.20 **10.** Review of COMMITTEE'S and agree MEETINGS 24 – 25 (including Terms of Reference review for S&P Committee)
- 8.20 – 8.25 **11.** BUDGET 2024 – 25 – to note Budget Meeting that took place 9<sup>th</sup> October 2023
- 8.25 – 8.30 **12.** COMPLETION OF AUDIT 22 – 23 – to note report received from BDO LLP
- 8.30 – 8.35 **13.** To note process for REVIEW / NOMINATION OF INTERNAL AUDITOR 2024 - 25
- 8.35 – 8.40 **14.** COUNCILLOR TRAINING – to note sessions book and discuss / agree way forward re STANDARDS TRAINING
- 8.40 – 8.45 **15.** FINANCE MATTERS
- Payments received / made to end September 2023 (available at meeting)
  - Bank Reconciliations to receive / approve (available at meeting)
- 8.45 – 8.55 **16.** COUNCIL CHAMBERS / OFFICE REORDERING
- To receive recommendation from Working Group re tenders for above work
  - To award contract for above works
- 8.55 – 9.05 **17.** STAFFING MATTERS
- To receive report following last Staffing & Personnel Committee Meeting
  - To note updated paperwork for IT Equipment
- 9.05 – 9.10 **18.** ITEMS OF REPORT  
Items of report cannot result in decision making – any items that needs a decision must be included as an agenda item at an appropriate meeting.

CLOSE OF MEETING – 9.10pm

Date of next Full Council Meeting is **27<sup>th</sup> November 2023**