

Hartpury Parish Council

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28th April 2026

Members of the public are invited to attend the Annual Meeting of Hartpury Parish Council that has been arranged for Monday 4th May 2026 at 7.00pm at Hartpury Village Hall for the transaction of business in the following Agenda. Members of the Council are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities, Crime & Disorder, Health & Safety and Human Rights. Items shown in green are for decision all other items are for information only. All meetings of the Council are open to the public, members of the public will be asked to leave for agenda items taken confidentially in Committee under standing orders.

Yours faithfully



Clerk & RFO to the Parish Council

AGENDA

1. **Election of Chair**
To elect a Chair for 2026-2027 and receive the Chair's declaration of acceptance of office.
2. **Election of Vice-Chair**
To elect a Vice-Chair for 2026-2027 and receive the Vice-Chair's declaration of acceptance of office.
3. **Apologies for Absence**
To receive and accept any apologies given.
4. **Declarations of Interest**
To receive any declarations of interest in any matter to be discussed at the meeting, Members are requested to identify the nature of the interest and indicate whether it is **personal** or **prejudicial**
5. **Minutes of previous meeting(s)**
To agree and accept the minutes of the Ordinary Meeting held on Monday 2nd March 2026 and the Extra Ordinary Meeting held on the Tuesday 24th March 2026.
6. **Public Consultation**
To provide members of the public with the opportunity to make statements and ask questions
To discuss the email received and circulated regarding the speed limit through the Village along the A417 especially in the area of Danford Lane through to the Royal Exchange and speed enforcement particularly near the corner at the junction of the A417 and Over Old Road.
To discuss the email received from the WI who would like permission to split the snowdrops around the tree at Broad Street and to plant them in the surrounding area.
7. **Reports**
To receive a report from District Councillor Philip Burford
To receive a report from District Councillor Clayton Williams
To receive a report from County Councillor Stuart Graham
8. **Code of Conduct**
To review and accept the Code of Conduct.
9. **Standing Orders**
To review and accept the current Standing Orders and to make any changes proposed or legally required.
10. **Financial Regulations**
To review and accept the current Financial Regulations and to make any changes proposed or legally required.
11. **Committees, sub-committees**
To confirm existing and agree any new committees, sub-committees and working groups, to confirm the Terms of Reference, the number of Cllrs or members (including, if appropriate, substitute Cllrs or members) and accept and agree the nominations for both existing and new.
12. **External bodies**
To review representation on external bodies and arrangements for reporting back to the Parish Council.
13. **Council Policies**
To review and agree the following policies: Biodiversity, Complaints, Data Protection, Document Retention and Record Management, FoI, Grant Awarding, Health & Safety Internal Checks, IT, Press and Media, Privacy Policy (General), Privacy Policy (Staff and Volunteers), Reserves, Risk Management, Schemes of Delegation, Social Media.

14. Asset inventory

To review and accept the inventory of land and assets including buildings and office equipment.

15. Risk Assessment

To review and accept the current Risk Management Controls.

16. Insurance cover

To resolve that insurance cover is in place, is still sufficient for the needs of the Parish Council and to note the next renewal date.

17. Memberships

To review the Council's and/or employees' memberships of other bodies.

18. Planning

To make recommendations to the Planning Authority upon the suitability of the following planning applications/appeals

Planning Ref	Property	Description of Proposed Application
P0346/26/FUL	Land West of Little Orchard, Gloucester Road	Variation of Condition 2 (approved plans) to amend the design and layout relating to planning permission P0489/25/FUL
P0409/26/FUL	Land Adjacent to The Old Canning, Gloucester Road	Erection of a self build dwelling and associated works
P0383/26/FUL	Land at, Woodbine Cottage, Gloucester Road	Variation of condition 2 (Approved Plans) relating to P0755/24/FUL to allow for the alteration of the design
P0389/26/OUT	Land West of Pears Cottage, Corsend Road	Outline planning permission for the erection of 1 self-build dwelling with all matters reserved except for access
P0390/26/OUT	Land West of Pears Cottage, Corsend Road	Erection of 1 self-build dwelling with associated parking, landscaping and associated works

Any further applications received after the publication of this agenda will be advised at the meeting.

Details of planning applications can be found on the Forest of Dean District Council website using the following link:

<https://publicaccess.fdean.gov.uk/online-applications/>

Planning Applications Previously Considered

Planning Ref	Property	Description of Proposed Application
P0346/26/FUL	Land West of Little Orchard, Gloucester Road	Variation of condition 2 (approved plans) to amend the design and layout relating to planning permission P0479/25/FUL

To note that the planning permission as previously granted for Little Orchard will be unlit in keeping with other properties in this area.

19. Financial Matters

19.1 Accounts for payments – May 2026

To approve the payments as previously circulated and presented at the meeting

19.2 Financial statements - May 2026

To approve the financial statements as presented at the meeting, circulated and attached to the minutes.

19.3 Standing Orders/Direct Debits and Salary Payments

To agree Direct Debits/Standing Orders to be set up for 26-27, to minute the agreed monthly salary payments for the Clerk as per the salary agreed at the November 2025 Meeting and within budget discussions.

19.4 End of Year Figures – 2025/26

To agree Receipts & Payments to 31st March 2026

To approve Bank Reconciliation as at 31st March 2026

To approve the whole year end accounts as at 31st March 2026

To approve summary of reserves as at 31st March 2026

19.5 Review of Investments and Bank Accounts

To review the investments, bank accounts and bank mandates to ensure any updates needed are made.

19.6 Internal Audit 2025/26

To note that the Internal Audit has taken place and to receive and discuss the internal auditor report and to consider any recommendations made and to resolve to undertake the actions.

19.7 General Power of Competence

To acknowledge that the General Power of Competence remains in place and that this will be reviewed following the next Parish Council elections.

19.8 Grass Cutting

To confirm grass cutting for 2026-2027 to be every two weeks and to acknowledge that the cuts have increased to £55 per cut but that costs for spraying should remain the same.

- 20. Annual Governance and Accountability Return 2025/26**
 - 20.1 Annual Return – Governance Statements 2025/26**
To approve and sign Section 1 - Annual Governance Statement 2025/26
 - 20.2 Annual Return – Accounting Statements 2025/26**
To approve and sign Section 2 - Accounting Statements 2025/26
 - 20.3 Annual Return – Certificate of Exemption 2025/26**
To resolve that the Parish Council meets the exemption conditions and agree to certify as exempt and complete and submit the Certificate of Exemption for 2025/26.
 - 20.4 Dates for the Exercise of Public Rights**
To confirm the dates to be advertised for the exercise of public rights.
- 21. Highways**
 - 21.1 To discuss the most recently updated Highways report**
To discuss the recently circulated Highways list and agree any comments to be made on any outstanding and new matters.
 - 21.2 C67**
To discuss the response received by Cllr Graham from GCC (as circulated) regarding the speed on the C67 and to agree the Parish Council response to elevating the case.
 - 21.3 Footpaths**
To discuss any footpath matters.
 - 21.4 A417 Maisemore Flood Resilience – Options Assessment & Update**
To receive an update from RG and MC following their attendance at the briefing with GCC
- 22. Police Matters**
To receive and discuss any outstanding or new police matters.
- 23. Area of Land for Community Led Project**
Following requests from three Parish Councillors the project for the land opposite the Royal Exchange will be discussed.
- 24. Local Government Reorganisation**
To receive an brief update from the Clerk following the recent Preparedness Training that was undertaken at GALC (previously GAPTC)
- 25. Other Items for Information Only/Future Agenda Items**
Items brought to the Councils attention for information – no decisions will be made at this meeting, if a decision is needed the item will be placed on the agenda for the next meeting.
- 26. Date of Next Meeting – Annual Parish Meeting Tuesday 12th May 2026 at 7.30pm following the Village Hall AGM.**