

Corston Parish Council

Chair: John Bravin

Clerk: Position Vacant
email: corstonparishclerk@outlook.com

To: all Corston Parish Councillors
Saltford Ward Councillor Cllr Duncan Hounsell
Corston Parish Council Noticeboard
Council Website

The Corston Parish Council Meeting will be held at Corston Village Hall and start at **7.00pm** on **Wednesday, 22nd November 2023**

The Chairman will lead on an Agenda item unless otherwise stated.

AGENDA

Information or Decision	Item & Decision Required	Lead
Information	1. Opening of the meeting including its conduct with public participation	JB
Information	2. Councilors present including Ward Councillor, apologies and reason for absence	JB <i>pp</i> Clerk
Information	3. Parishioners in attendance <i>NB. Parishioners are asked to raise any issues as early as possible before a meeting of the Parish Council with either the Parish Clerk or a Parish Councillor and indicate if they wish to speak at the meeting or that they are content for their matter be represented by the Clerk or a Councillor</i>	JB <i>pp</i> Clerk
Decision	4. Declaration of Councillor's personal interests	JB <i>pp</i> Clerk
Information Decision Decision	5. Extraordinary item 5.1 Resignation of councillor(s) 5.2 Co-opting of new councillor(s) 5.3 Reallocation of responsibilities <ul style="list-style-type: none"> • Payment of invoices • Updating cashbook • Preparation of budget • Coordination of AGAR audit • Submission of precept request for 2024-2025 • Preparation of agenda and minutes • Update of website • Miscellaneous actions 	JB <i>pp</i> Clerk
Decision	6. Approval of the minutes of the CPC meeting 20.09.2023	JB <i>pp</i> Clerk
Information Information Information	7. Matters arising from the minutes not covered elsewhere 7.1 Bank account transfer to Unity Bank 7.2 Security bollard at Recreation Ground entrance (KS) 7.3 Replacement of Hanging Tree (KS)	JB <i>pp</i> Clerk

Information Information Information Information Information Information Information	7.4 Official email addresses for councillors 7.5 Update Kids Go Wild (RB) 7.6 Valley Field masterplan (RB) 7.7 Cherry tree replacement in Meadlands (SC) 7.8 Ash dieback tree work (KS) 7.9 CPC response to A4 corridor transport plan (KE) 7.10 Draft a formal request to PROW team regarding footpath maintenance (KE)	
Information Decision Decision Decision	8. Extraordinary item 8.1 Resignation of Chair 8.2 Election of new Chair including brief introductory statement 8.3 Election of new Vice-Chair	JB pp Clerk
Information Decision	9. Extraordinary item 9.1 Appointment of Clerk 9.2 Appointment of bookkeeper	JB pp Clerk
Information	9. Ward Councillor's report	DH
Information Information Decision Decision	10. Clerk's report 9.1 Cashbook 9.2 Budget report from Clerk for period 01.09 to 31.10.2023 9.3 Note Cashbook to 31.10.2023 and resolve to approve expenditure entries on it by reference to attached copy invoices and bank statements 9.4 To approve and authorise payment of expenditure	JB pp Clerk
Information Decision Decision Decision	10. Agreement of budget for 2024-2025 10.1 Financial position end 2023-2024 10.2 Renewal of lease for Recreation Field including increase 10.3 Consideration of quotation for Recreation Field grass mowing 10.4 Agreement of level of financial reserve	JB pp Clerk
Information Information	11. Planning applications 11.1 Planning Application Reference: 23/02711/FUL 11.2 Planning Application Reference: 23/02487/FUL	JB pp Clerk
	12. New items Given the complexity and importance of the previous items, and the absence of a clerk, no new items will be considered at this meeting	
Information Information	13. Review of meetings attended by councillors & future diary dates 13.1 Environs committee 21st November 2023 13.2 Remembrance Day (SC)	JB pp Clerk
Information	14. Future CPC meetings 14.1 7th January, 20th March, 22nd May, 24th July, 18th September, 20th November 14.2. Future agenda items (none at present time)	JB pp Clerk