# Oldbury on Severn Parish Council

Clerk/RFO: Mrs Sarah Bodmer
Tele No: 07394376121
oldburyonsevernpc@gmail.com
www.oldburyonsevern.org.uk

**I hereby give notice of a Meeting of the Council to be held on Monday 3 June 2024 at The Pavilion, Westmarsh Lane, Oldbury-on-Severn, Bristol BS35 1QD at 7.00pm**

**Members are asked to attend for the purposes of considering and resolving upon the business to be transacted as set out below.**

## Agenda

The meeting will be recorded in line with **The Openness of Local Government Regulations 2014(SI2014/2095) and the OPC protocol of deletion after 28 days.**

**19.00 to Open the Full Council Meeting**

**1. To receive apologies for absence**

**2. To receive agenda declarations of interest and dispensation requests**

**3. To approve Minutes of the previous Council meeting held on 7 May 2024 Paper 1**

**4. Correspondence**

| | | |
|---|---|---|
| 4a. Yate library funding request | **Paper 2** | SRB |
| 4b. Four Towns Transport funding request | | SRB |
| 4c. Letter from Mrs Tess Sullivan | | SRB |

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**5.Matters arising from the previous Minutes not included in this agenda**

5a Update on Letter to Wessex water DH

**6. Public Forum**

**7.Urgent Business**

**8.0 Finance and Procedures**

8a.Council to receive the bank reconciliation and budget analysis for the period ending 31 May 2024 – **Paper 3**
8b.Council to review for approval the May 2024 payments – **Paper 4**
8c.Council to review for approval the May 2024 receipts – **Paper 5**
8d.Council to sign off bank reconciliation for period 1 May 2024 to 31 May 2024 – **Paper 6**
8e. Council decision on instructing a company to deal with PAYE – carried forward from May meeting
8f. Council approved AGAR at May 2024 meeting - to be signed for submitting to BDO – external auditor – **Paper 7**

**9.0. Planning**
9a. Planning **KW**
9b. List of applications, approvals & rejections - **Paper 8**
9c. Report on the Village Plan

**10.0. Playing Fields Report** **IK**
10a. Clerk report on telephone call with Pest control - **Paper 9**
10b. Play equipment report from Glynn Poole - **Paper 10**
10c. Agree the plan for update of the kitchen

**11.0. Road Safety Report** **Paper 11** **CJ**

**12.0. Communications Report** **No Paper** **LD**

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**13.0. New Nuclear Build** **Paper 12** **CJ**

**14.0 General Purposes** **SRB**

14a. Asset list 2023 council to review for sign off

14b Asset list 2024 – council to review to add/remove items as required

14c Council to agree to have the police as speaker to the next meeting

**15.0 Drainage** **Paper 13** **MR**

**16.0 Emergency Planning** **No Paper** **DH**

**17.0 Village Agent** **Paper 14** **CJ**

**18.0 Memorial Hall update** **Paper 15** **CJ**

18.a Council to agree a date for the Trustee meeting

**19.0 Site Stakeholder Group (SSG)** **Paper 16** **CJ**

**20.0 Parish Property Report** **No Paper** **MR**

**21.0 D Day Committee Report** **No Paper** **MR**

**22.0 Any minor matters not requiring a decision or items for the next agenda**

**Confirm date of next meeting – Tuesday 2 July 2024**

Attachments:

(Paper 1) Minutes of Council meeting held 7 May 2024

(Paper 2) Council to receive Yate Library funding request

(Paper 3) Council received the bank reconciliation and budget analysis for the period ending 31 May 2024

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(Paper 4) Council to review for approval of the May 2024 payments

(Paper 5) Council to review for approval of the May 2024 receipts

(Paper 6) Council to sign off bank reconciliation for period 1/5/24 to 31/5/24

(Paper 7) Council to receive AGAR papers to sign following approval at May 2024 meeting

(Paper 8) Council to receive a Planning paper to show applications/approvals/rejections

(Paper 9) Clerk report telephone call with Pest control

(Paper 10) Play Equipment report

(Paper 11) Road Safety report

(Paper 12) New Nuclear build report

(Paper 13) Drainage report

(Paper 14) Village agent report

(Paper 15) Memorial Hall report

(Paper 16) Site Stakeholder report