**CUTSDEAN PARISH COUNCIL ANNUAL MEETING**

[www.cutsdeanparishcouncil.co.uk](http://www.cutsdeanparishcouncil.co.uk)

**Clerk to the Council: Claire Butler, West Barn Farm, Cutsdean, Cheltenham, GL54 5RX**

Email: claireloubutler@outlook.com

**MINUTES OF MEETING**

**West Barn Farm, Cutsdean, Cheltenham, Gloucestershire, GL54 5RX – 12th March 2024 at 6.30pm**

1. Present at this meeting – Cllr Butler (Vice Chairman), Cllr Beetson, Cllr Smith (Chairman), Cllr Wright. Apologies – Cllr Clarke, Cllr Mackenzie-Charrington
2. Declaration of Interests - no changes to report.
3. The minutes from January 2024 were reviewed and agreed by all. Signed Cllr. Smith (Chairman)
4. Receive report from Cllr Mackenzie-Charrington. The report was circulated to all prior to the meeting.
5. Report from Clerk:
	1. GAPTC Membership – agreed to renew our membership at a cost of £35.00 for the next year.
	2. GAPTC Audit – all agreed that we will engage the GAPTC to carry out our audit for this year. Clerk will contact GAPTC to arrange a meeting.
	3. Annual Review of Policies:
		1. Standing Orders
		2. Financial Regulations
		3. Risk Management Schedule
		4. Privacy Notice
		5. Code of Conduct

These will all be circulated to the Cllrs for review for this year.

1. Matters arising:
	1. Defibrillator – It is all up and running. It would be worth checking periodically that our defibrillator is still showing on the list of defibs and their locations. The only thing left to do is to arrange the training evening. It would be worth asking around to see if there is a time that works for all.
	2. Grips – not impressed with the response of the highways but as it stands there is no further action we can take.
	3. Quarry noise – we need to make note of times and levels of noise and report back. Cllrs will collate info and pass back to the Clerk.
	4. Tree at Buckle Street junction and mirror – Clerk to ask Cllr McKenzie-Charrington.
2. Financial Report:
	1. Financial statement agreed by all present and signed by Cllr Smith (Chairman).
	2. Payments to authorise:
		1. HMRC
		2. Clerk Wages
		3. PATA Invoice
		4. GAPTC Membership

All payments agreed and cheques signed by Cllr Beetson and Cllr Smith (Chairman).

1. Public Adjournment – none present.
2. Planning – Nothing to note.
3. Correspondence – none to review.
4. AOB – There is planning for over 3000 homes and a solar farm to be built in Moreton in Marsh but looking at the plans there isn’t anything that applies to Cutsdean.
5. Date of next meeting – Next official meeting is the annual meeting and it is to be held on the 7th May 2024 at 6.30pm at St James Church, Cutsdean. 52

Meeting closed at 19.22pm

Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

By email: Denny Beetson, Edward Smith, Matthew Butler, Chris Clarke, David Wright, Mark MacKenzie-Charrington.

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