

# NEWENT TOWN COUNCIL

## AND BURIAL AUTHORITY



Annexe Building rear of  
Newent Community Centre  
Ross Road  
Newent  
Glos, GL18 1BD

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21<sup>st</sup> March 2023

Dear Councillor / Resident

I hereby give notice of a **Town Council Meeting** of Newent Town Council  
to be held on **Monday 27<sup>th</sup> March 2023**  
**at Room G4 Newent Community School, Watery Lane, Newent**

**Start 7.30 pm, or soonest after the previous meeting**

All Residents of the Town are welcome, and Members of the Council are hereby summoned to attend for the purpose of transacting the following business.

*Michael Greenfield*  
Michael Greenfield  
**Town Clerk**

**Public Participation, up to a 10 minute period of time will be set aside before the start of the meeting for public questions.**

### A G E N D A

1. **To note apologies for absence.**
2. **Declarations of Interest on items on the agenda.**
3. **To approve the Minutes of Council Meeting held on Monday 27<sup>th</sup> February 2023**
4. **Clerk's update and matters arising from previous Minutes.**
  - 4.1. To note the Clerk's Report
5. **Finance**
  - 5.1 To approve the accounts to be paid
  - 5.2 To note the RFO Report
  - 5.3 To note Bank Reconciliation of 28.02.23

- 5.4 To note Cashbook of 28.02.23
- 5.5 To note Earmarked Reserves of 28.02.23
- 5.6. Income & Expenditure Report of 28.02.23
- 6. Quarterly Audit Report**
- 6.1 To note the quarterly internal audit report undertaken by Councillors Mrs G Moseley and Mrs R Wadley for October to December 2022
- 7. Strategic Plan 2019-2023**
- 7.1 To review and update the Strategic Plan 2019-2023
- 8. Cemetery Fees**
- 8.1 To review and decide on the cemetery fees for 2023/2024
- 9. Hire Charges**
- 9.1 To review and decide on the Hire Charges for 2023/2024
- 10. Canopy CiC– Letter of support request**
- 10.1 To consider providing a letter of support for grant applications to Canopy Community Interest Company
- 11. To agree the following policies, procedures and plans:**
- 11.1 General Reserves & Earmarked Reserves Policy
- 11.2 Estate Management Plan
- 11.3 Health & Safety General Policy Statement
- 11.4 Model Publication Scheme
- 12. Market House Refurbishment**
- 12.1 To approve increase in the Market House refurbishment at an increased cost of £6,350.00 plus VAT to be taken from EMR 334
- 13. Insurance cover**
- 13.1 To review the Zurich Municipal insurance cover relating to 12<sup>th</sup> April 2023 to 11<sup>th</sup> April 2024
- 14. Town Coronation Event Saturday 6<sup>th</sup> May 2023**
- 14.1 To consider and agree to allocating up to £5,000 towards the Coronation event and that the funds be taken from code 371 Town Events Earmarked Reserve.
- 15. Cycle Trail at Newent Lake**
- 15.1 For council to consider and agree an area identified, by the Estates Team, for use at the lake as a small cycle trail.
- 15.2 For council to consider and agree for PCSO's, Volunteers and the Aston Project to liaise with Cllr Gooch to undertake any necessary clean up in consultation with the Estates Team and partner agencies.
- 15.3 For Council to consider and agree to allocate up to £100 for any necessary materials/equipment if needed from 4901 Communities Project budget.

**16. Cemetery Lodge Condition & Feasibility Survey**

16.1 To review, discuss and forward plan actions from the Cemetery Lodge Condition & Feasibility Survey