

NEWENT TOWN COUNCIL

AND BURIAL AUTHORITY



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

Tel: 01531 820638
Email: townclerk@newenttowncouncil.gov.uk
www.newenttowncouncil.org.uk

13th May 2024

Dear Councillor

I hereby give notice you are summoned to attend the Annual General Meeting of Newent Town Council to be held on **Monday 20th May 2024 at Newent Sixth Form Common room, Newent Community School, Watery Lane, Newent, 7.30pm** for the purpose of transacting the following business.

All Residents of the Parish are welcome.

Neil Sapsed

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Town Clerk

1. To elect the Mayor of the Council and to receive the Mayor's Declaration of Acceptance of Office
2. To elect the Deputy Mayor of the Council and to receive the Deputy Mayor's Declaration of Acceptance of Office

Public Participation, up to a 10 minute period of time will be set aside for public questions.

A G E N D A

3. To note apologies for absence
4. Declarations of Interest on items on the agenda
5. To approve the Minutes of the meeting held on **Monday 22nd April 2024**
6. **Clerk's update and matters arising from previous Minutes.**
 - 6.1. To note the Clerk's Report

7. Finance

- 7.1 To approve the accounts to be paid
 - 7.2 To note the Bank – Cash – Invest Reconciliation
 - 7.3 To note the Nominal Ledger of 30/04/2024
 - 7.4 To note Earmarked Reserves 30/04/2024
 - 7.5 To note Income & Expenditure Report of 30/04/2024
 - 7.6 To note all investment account balances and returns of 30/04/2024
 - 7.7 To approve year end accounts 2023/24
 - 7.8 To approve expenditure to re-write the website for the purpose of publishing on the .gov.uk domain to fall in line with terms of use
- 8. To appoint Members from nominations to serve on the Finance and Staffing Committee, and to appoint the Chair and Vice Chair**
- 9. To appoint Members from nominations to serve on the Planning & Environment Committee, and to appoint the Chair and Vice Chair**
- 10. To appoint Members from nominations to serve on the Christmas Lights Committee, and to appoint the Chair and Vice Chair**
- 11. To appoint Members from nominations to serve on the Regeneration working Group , and to appoint the Chair and Vice Chair**
- 12. To appoint Members from nominations to serve on the Cemetery Lodge working group, and to appoint the Chairman and Vice Chairman**
- 13. To approve the extraordinary grant application received from Newent Recreation Ground Trust for the upgrade of the alarm system at the Community Pavilion**
- 14. To receive a request from Sound Music and Art Community Association (SMART) and agree any expenditure**
- 15. Newent Fun Day**
- 15.1 To agree to partner with a volunteer group to help organise a fun day in Newent
 - 15.2 To agree to wave the hire fee at the lake for Newent Fun Day Event
 - 15.3 to Agree to utilise one allocated free parking day for the fun day event
- 16. Work Report**
- 16.1 To note the Estate Supervisors Work Report
 - 16.2 To appoint Fresh Air Fitness to undertake a service on the outdoor gym equipment and approve any expenditure
- 17. To agree to appoint Kingscott Dix to Undertake Pay Roll and approve any Expenditure**

18. To appoint representatives from nominations to undertake the following duties:

- a) Snow & Flood Wardens
- b) Emergency Planning Co-ordinators
- c) Allotment Inspections and Competition Judges
- d) Quarterly Internal Checks (2 Members)
- e) Dementia Awareness
- f) Armed Forces Covenant Lead (1 Member)

19. To appoint representatives from nominations on the under mentioned bodies as required

- a) Parish & Town Council Association (1 Member)
- b) Freedom Leisure Joint User Group (2 Members)
- c) Newent Allotment Association (2 Members)
- d) Clifford's Mesne Village Hall Committee (1 Member)
- e) Gloucestershire Market Towns Forum (2 Members)
- f) Newent Business Club/Liaison (2 Members)
- g) Newent Initiative Trust (3 Members)
- h) Newent Doctors /Patient Discussion Group (1 Member)
- i) Newent Fun day (3 Members)
- j) Forest of Dean Health Forum (1 Member)
- k) Wye Valley & Forest of Dean Tourism Association (1 Member)
- l) Forest of dean Youth Association (1 Member)
- m) Forest Economic Partnership (1 Member)
- n) Sound Music and Art Community Association (SMART) (3 Members)
- o) Forest of Dean District Council regeneration representative (1 Member)
- p) Councillor Advocacy Scheme (OPCC) (1 Member)

20. Date of next meeting

Monday 24th June 2024 to be held at Newent Sixth Form Common room, Newent Community School, Newent. At 7.30 pm or soonest after the previous meeting.