

# NEWENT TOWN COUNCIL

## AND BURIAL AUTHORITY



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

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22<sup>nd</sup> November 2022

Dear Councillor / Resident

I hereby give notice of a **Town Council Meeting** of Newent Town Council  
to be held on **Monday 28<sup>th</sup> November 2022**

**at Room G4 Newent Community School, Watery Lane, Newent**

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

All Residents of the parish 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 24<sup>th</sup> October 2022**
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 Reports

- 5.3 To note Bank Reconciliation of 31.10.22
- 5.4 To note Cashbook of 31.10.22
- 5.5 To note Earmarked Reserves of 31.10.22
- 5.6. Income & Expenditure Report of 31.10.22

**6. Quarterly Audit Report**

- 6.1 To note the quarterly internal audit report undertaken by Councillors Mrs G Moseley and Mrs R Wadley on 19.10.22

**7. Planning & Environment Nominations 2 Members)**

- 7.1 To nominate representatives to be on the Planning & Environment Committee (2 Members)

**8. Newent Neighbourhood Development Plan Steering Group**

- 8.1 To note the minutes of the meeting held on 21.09.22
- 8.2 To note the minutes of the meeting held on 01.11.22

**9. North & West Gloucestershire Citizens Advice 2022/2/23 Quarter 2 Report**

- 9.1 To note the North & West Gloucestershire Citizens Advice 2022/2/23 Quarter 2 Report

**10. Committee Structure**

- 10.1 Communities Committee be merged with the Regeneration Committee, to be called 'Regeneration Committee'
- 10.2 Regeneration Committee takes on the duties and roles of the Communities Committee
- 10.3 Communities Committee become a Sub-group of the Regeneration Committee, to undertake events and other duties, as per the original Terms of Reference, to be amended and updated in January 2023
- 10.4 Councillors who are on the Communities Committee be offered a position on the Regeneration Committee.
- 10.5 Dates of the Communities Committee meetings become those of the Regeneration Committee

**11. Newent Town Council's Community Emergency Response Plan**

- 11.1 To adopt the Newent Town Council Community Emergency Response Plan.
- 11.2 For Newent Town Council's Community Emergency Response Plan to be reviewed, at least annually.
- 11.3 To nominate representative(s) to be a Emergency Planning Co-ordinator for Newent Town Council.

**12. Installation of Way-Markers to identify measured walk/run routes**

12.1 To consult with the local running clubs and community members to identify suitable routes within the lake park and the Arboretum

12.2 To install Way-Marker posts which incorporate arrows, distance markers and rubbing plaques at the suggested intervals around the lake park and Arboretum

12.3 To authorise expenditure up to £2,000 for the above project from the EMR 342 Tourist Information Centre and Leaflet budget

**13. Newent Market House & Market Square Transforming Places through Heritage Grant Application**

13.1 To submit a funding application to Transforming Places through Heritage, by the deadline date of 9<sup>th</sup> January 2023

13.2 To engage with local community groups and organisations in support of the grant Application

13.3 To allocate an initial budget of £1,000 from EMR Market Square Revamp budget to facilitate professional technical advice

**14. Estate Supervisors Report**

14.1 To note the Estate Supervisor's Report