



Penhow Community Council

Clerk@penhowcommunity.org

www.penhowcommunity.org

To members of the Penhow Community Council

You are hereby summoned to the **Ordinary Meeting** to be held on

Wednesday, 7th June 2023 at 7.15pm

This meeting will be held **St John's Hall**. Members of the public are invited to attend. The meeting will be held face to face.

Clerk – Nicola Sutherland (01633 401106) email clerk@penhowcommunity.org

Agenda

1. **Apologies** – to receive and accept apologies
2. **Declarations of Interest**
3. **Previous Minutes**
 - To approve the minutes of the ordinary meeting held on Wednesday, 3rd May 2023
4. **Matters Arising** (that are not included as part of the agenda) to include but not limited to:
 - Walking path update
 - Arcade Road
 - Fire in the bin on the park
 - Councillor vacancy
5. **Public Participation** (limited to 15 minutes)
6. **Ward Councillor Matters**

Discussion and feedback from the NCC Councillors. To include:

 - Fly-tipping and CCTV coverage of the recycling bins on the A48
 - Pot holes along A48
 - Speeding day of action
7. **Councillor Areas of Responsibility Matters Updates**
 - (i) Community Liaison – Cllr John Wagstaff
 - (ii) Green Spaces – Cllr Michael Weekes
 - Wildflower areas
 - (iii) Recreation Grounds and Street Furnishings – Cllrs John Wagstaff and Keith Jones
 - (iv) St John's Hall – Cllr Keith Jones
8. **D-Day Anniversary Event June 2024**
 - D-Day 2024
9. **Rockfield Glade Green Space**
10. **Village Matters**

Highways Issues

 -



Other village matters

- Painting of planters
- Blocked stile on Greenmeadow Lane

11. Planning Applications

- 23/0385 West View re-submission

Planning Application Updates (for information only)

- 23/0271 Nutfield NCC Granted with conditions
- 23/0298 20 Rockfield Glade Waiting for NCC decision
- 23/0242 Land North of Rock Cottage Waiting for NCC decision
- 23/0119 Silver Birches NCC refused
- 23/0175 West View NCC refused
- 23/0151 Castell Prin Woods NCC refused

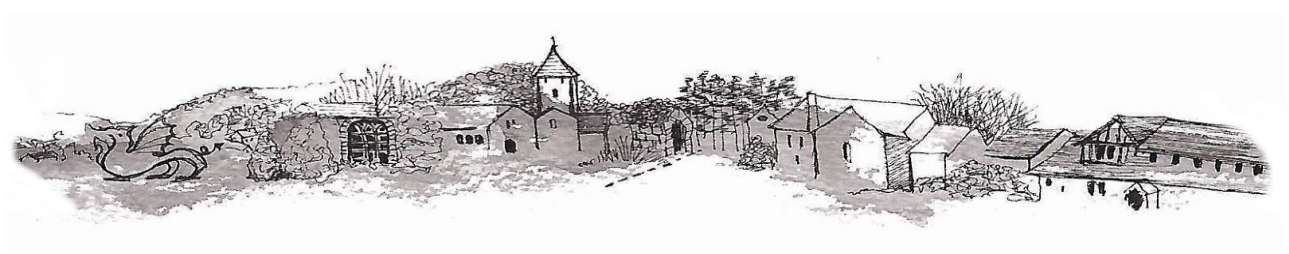
12. Accounts & Financial Matters

- Account Overview

Penhow CC Summary Report					
Bank balance - Current Account				£	-
Bank balance - Business Reserve Account as at: 05.05.23				£	26,076.27
Cash				£	-
Plus receipts not yet showing on statement				£	610.91
Payments not yet showing on statement				£	17.99
				£	39.50
Less uncashed cheques				£	-
Total payments not yet showing				£	57.49
BALANCE at 19.05.23				£	26,629.69

Thank you to Cllr Bartlett for reviewing the monthly figures.

- Confirm payments made since last meeting:
 - Insurance premium - £472.99
 - Hall rental invoice - £137.00
 Account update 28.05.23: £26019.70
- Agree payments to be made:
 - Clerk Salary
 - Cheque payment for Cllr Wagstaff – refund of Coronation purchases
 - Clerk Expenses – to include small gift for the volunteer internal auditor and bird seed
- Budget Review:
 - See attached budget review
- Community Grant Applications
 - The grant application process is now open. Closing date for applications is 31.08.23. Confirm the arrangements for members of our community to make applications to PCC for grant funding.
- Maintenance Contract



13. **Governance**

- Consider sending a representative to the OVW meeting being held 06.07.23.
- NCC Community Council Liaison meeting – consider sending a representative to this meeting. Consider any further items for the agenda. 18:00 Thursday, 22nd June 2023.

14. **Risk Assessment Document**

Receive the reviewed and updated risk assessment document. Consider if any updates need to be made.

15. **Items for Information**

17. **Date of next meeting**

The usual date of the next meeting is Wednesday, 5th July 2023 at 19:15.