



**BERSTED PARISH COUNCIL MONTHLY MEETING
19:00 TUESDAY 8th APRIL 2025. COUNCIL AGENDA.**

All Members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business which is set out on the agenda.

Notice to all in attendance, this meeting is recorded for the Clerks use only, for the purpose of accuracy of minutes, once minutes are ratified the recording will be deleted.

Reminder of standing orders 3x.

A meeting shall not exceed a period of 2 hours and items should not exceed 15 minutes unless agreed.

1. Apologies for Absence

2. Declarations of Interests

It is a requirement for all Councillors to make a declaration of personal and prejudicial interests either prior to commencement of meetings or at a time during a meeting where relevant.

3. Public Session

A resolution may be made to allow members of the public present to ask questions.

Maximum of 15 minutes for this item.

4. Minutes of Council of 11th March

Minutes have been circulated to Members.

5. Matters Arising from the Minutes

None notified at time of publication.

6. Reports from County & District Councillors

Councillors are requested to submit written reports prior to the meeting where possible.

- a) County Cllr Greenway
- b) County Cllr Francis Oppler
- c) District Cllrs Greenway, Lury and Yeates

7. Committee Minutes and Reports

To approve the minutes and reports of the following Committees and receive any questions from members:

- a) Community Action Committee 7pm, 18.03.25.
- b) Finance Committee 7pm, 25.03.25.
- c) Planning Committee 7pm, 01.04.25.

8. Financial Matters

Approve the March 2025 general account Income & Expenditure report.

9. Finance Committee Recommendations

- a) Review and approve the proposed amendment to the Grant Awarding Policy
- b) Review and approve the Financial Regulations.

10. Annual Parish Meeting (Elector meeting)

Friday 16th May, 6pm.

Agree the content of a feedback section to be included in the annual report to residents at the Annual Meeting.

11. Bersted Parish Reports

All are requested to submit written reports prior to the meeting.

- a) Chairman
- b) Vice Chairman
- c) Clerk/RFO
- d) Deputy Clerk
- e) Community Clerk
- f) Parish Councillors reports

12. Meetings & Reminders

- a) Infrastructure Committee 11am, 17th April.
- b) Finance Committee 7pm, 22nd April.
- c) Litter Picking, Saturday, 26th April, 11am, Stroud Green.
- d) Planning Committee 7pm, 6th May.
- e) **Annual General Meeting (AGM) 7pm, 13th May.**
- f) **Annual Parish Meeting (Elector meeting) Friday 16th May, 6pm.**
- g) Community Action Committee 7pm, 20th May.
- h) Finance Committee 7pm, 27th May.

13. Correspondence

14. Exempt Matters-Personnel Committee

Excludes the public and press. Standing Order:

1c. Staffing Matters.

Approve Personnel Committees recommendation to make no changes to the following policies:

- a) Pension Discretions.
- b) LGPS Flexible Retirement Policy.

Approve Personnel Committees recommendation for:

- c) Appraisals: As per our Pay Policy 4.1- 4.3 and Performance Management Policy 2.2 objectives, approve a 1spt increase for the Community Clerk following successful appraisals held in April 2025. (Deputy Clerk and Clerk/RFO have reached the end of their spt range).

15. Urgent Matters

Urgent matters notified to the Chairman in writing in advance of the meeting. Members should note that no decision can be made.

D. Holcombe, Clerk/RFO 2nd April 2025.

https://berstedpc.sharepoint.com/sites/BerstedParish-Staff/Shared Documents/Staff/Committees ALL/Council/A&M Meetings 24-25/April 2025/Council Agenda_8.4.25.docx

**MEMBERS OF THE PUBLIC ARE WELCOME AT ALL MEETINGS OF THE COUNCIL
THERE IS THE OPPORTUNITY TO ASK QUESTIONS.**