**27Minutes of The Annual Meeting of Haresfield Parish Council held on Tuesday, 27th May 2025**

**7:30pm in Haresfield Village Hall**

1. **Appointment of temporary Chair of the meeting:** To nominate and elect a temporary Chair. Cllr Nicky Ford was nominated temporary Chair. Nominated by A. White, Seconded by J. Hunt
2. **Elect a Chair of the Council:** Decision taken to nominate a chair for each meeting, as no councillor standing for Chair
3. **Elect a Vice Chair of the Council:** Cllr Nicky Ford was nominated by J. Hunt, Seconded A White.
4. **Declaration of Acceptance of Office**: Cllr Nicky Ford swore her declaration of acceptance of office
5. **Apologies:**  District councillor Mark Ryder, councillor Ursula Jeakins
6. **Report from District Councillor:** Cllr Rydervia email:

1*. Local Plan Review* The planning inspectors have once again written to the Council advising the draft local plan is withdrawn for the reasons previously advised. The letter may be downloaded at the examination library: https://www.stroud.gov.uk/environment/planning-and-building-control/planning-strategy/stroud-districtlocal-plan-review/local-plan-examination/examination-library/ The Local Plan remains under examination and two of the MPs covering Stroud District, Sir Geoffrey Clifton-Brown and Simon Opher have secured meetings with the housing minister to ask for his support to progress the plan and resolve the issues raised by the inspectors which would have wider implications for the planning process. The Strategic Planning Team are also starting work on proposals for the next local plan and will be bringing an outline timetable, known as the Local Development Scheme or LDS, to committee in the summer.

2. *New Council Leader* Councillor Chloe Turner (Green) was elected as SDC Council Leader for the new civic year at the annual council meeting held on 22nd May 2025.

3. *Local Government Devolution* The Gloucestershire letter signed by all seven councils and setting out three options for future unitary councils in the county, has been received by the Ministry of Housing Communities and Local Government (MHCLG). The next deadline in the process is 28 November when councils are required to submit more detailed plans. Community engagement is likely to start in June and run through until September. It will focus on understanding the hopes and expectations of communities in relation to local government in the broader sense, and not specific to any particular model. Professionals have advised that a citizens’ assembly would not be the best approach, given the short timescale for engagement, narrow focus for the proposed changes, and the unitarization process which means that ultimately the Local Government Minister will decide.

4. *Ubico Business Plan 2025-2026* Council approved the business plan for the year ahead following wide consultation with councillors. Stroud District Council has a multi-service contract with Ubico Limited to provide the collection of waste and recycling, street cleaning, grounds maintenance and building cleaning. Ubico is a company wholly owned by local authorities including Stroud District Council.

1. **Report from County Councillor:** Our new councillor John Patient introduced himself and reported the results of the local GCC election, Lib Dems:27; Reform:11; Green: 9 Conservatives:6 and Labour: 1.

Please contact me any time on: John.patient@gloucestershire.gov.uk Tel: 07891 321904

1. **Report from Village Hall****:** *Committee*- Sue Thorpe, Borange, Neil Thorpe, Dee Gibson-Wain, Geoff Gibbons
2. **Register of Members’ Interests**: Clerk reported that Register of Interests for all councillors are current and will report this to SDC.
3. **Code of Conduct**: Reviewed as per audit report, SDC contacted and code of conduct adopted
4. **Position of Clerk / RFO**: Pay rate of clerk to remain as recommended earlier in the year by GAPTC.

 In accordance with Standing Order 5j the Council considered the following business:

1. Review of delegation arrangements to committees, sub committees, staff and other local authorities. None in place.
2. Review and approval of the terms of reference for committees. HPC currently has no committees.
3. Appointments of members to committees. HPC currently has no committees.
4. Appointment of any new committees. It was unanimously resolved that no committees be created.
5. Review and adoption of Standing Orders. Reviewed, no changes.
6. Review and Adoption of Financial Regulations. 2024 NALC model financial regulations reviewed.
7. Review of arrangements with other local authorities: None.
8. Review of representation on or work with other external bodies and arrangements for reporting back

reviewed and accepted current way of working.

1. Review of representation on or work with other external bodies and arrangements for reporting back. None.
2. Review of inventory of land and assets including buildings and equipment. Reviewed and agreed.
3. Confirmation of Insurance Cover in respect of all insured risks currently held with Zurich.
4. Review and approval of subscriptions to other bodies. Subscriptions, payable by standing order, were agreed to Scribe, the Campaign for the Protection of Rural England (CPRE) and the Gloucestershire Wildlife Trust. Annual council authorisation of list of Direct Debits and Standing Orders was agreed.
5. Review and approval of the Council’s complaints procedure. If a complaint is received regarding the chair or vice chair, it will be dealt with by the clerk in accordance with advice from GAPTC. Code of conduct complaints are dealt with by SDC.
6. Review and approval of the Council’s procedure for handling requests under the freedom of information Act 2000. It was noted that the council did not have a procedure, and it was agreed that; should a request be received; it be dealt with by the clerk with reference to vice chair.
7. Review and approval of the Council’s procedure for handling requests under the Data Protection Act 2018. Any request received to be dealt with by the vice chair in conjunction with the clerk.
8. Review and approval of the Council’s policy for dealing with the press / media. It was noted that the council did not have a policy, and agreed that correspondence to be dealt with by the vice chair.

Any likely bias or conflict of interests regarding 23-27 above, advice to be sought from GAPTC.

1. Review and approve the time and place of Ordinary meetings of the Council up to and including the next annual meeting of the Council.It was agreed that meetings will take place on the last Tuesday of the month. No meetings to be held in August or December. Meeting dates are to be published on the parish council website and the PC notice board.
2. **Declaration of general power of competence.** The council resolved that it meets the criteria for eligibility relating to the electoral mandate and relevant CiLCA qualification held by the clerk. Councillors agreed to declare the general power of competence, such power to be reviewed following each election.
3. **ANNUAL GOVERNANCE AND ACCOUNTABILITY:**

**i.** Review and approval of Annual Governance Statement completed.

**ii.** Review and approval of Accounting Statements carried forward to June PC meeting.

1. **Correspondence**: none received
2. **Clerks report & finance:** Accounting statements are being prepared.

**Cheques:** The following cheques were agreed and signed:

Haresfield Farms Hall land rent £200.00 400839

Wildcare Owl box £172.80 400840

*M J King* **Madeleine J King, CiLCA. Clerk/RFO to Haresfield Parish Council**

The meeting closed at 8.20 pm **Date of next meeting: Tuesday June 17th 2025**