

# CHURCHDOWN PARISH COUNCIL

To Members of Finance and Administration Committee:

Cllr Jane Attwood

Cllr Lt Col Barton-Ancliffe

Cllr Gill Blackwell

Cllr Julie Evans

Cllr Paul Grierson

Cllr Wayne Hands

Cllr Alan Porter

Cllr Richard Smith

Cllr Pierre Weinzwieg

Cllr Mrs. Loraine Yates

## NOTICE OF MEETING

Dear Member

You are summoned to attend the meeting of the Finance and Administration Committee to be held in the Parish Council Chamber on **Tuesday 5<sup>th</sup> DECEMBER 2023 AT 7.30 p.m.**



Geraldine Connor, Clerk

## AGENDA

1. To receive apologies
2. To make any declarations of interest
3. Public Participation
4. To consider planning applications and correspondence  
[23/01039/TPO | TPO 310 Copper Beech - Remove to ground level, tree has very poor vitality and extensive deadwood. | Court House Barrow Hill Churchdown Gloucester Gloucestershire GL3 2LW \(tewkesbury.gov.uk\)](#)

Barrow Hill House, Barrow Hill, Churchdown  
Ref No: 23/01039/TPO

### Correspondence

31 Oldbury Orchard

Erection of a two storey side extension, single storey rear extension and extensions to front and rear dormers. - 23/00647/FUL **PERMIT**

129 Melville Road  
Demolition of existing rear extension and construction of single storey rear extension. – 23/00907/FUL **PERMIT**

Sandfield Court Station Road  
Removal/ Variation of Condition 13 of planning application ref number 20/00474/FUL **PERMIT**

5. **To confirm the minutes of meeting of Finance & Administration Committee held on 7<sup>th</sup> November 2023 (Appendix A)**
6. **To receive balance sheet and statement of income and expenditure (Appendix Bi and Bii )**
7. **To note pay increase for all staff backdated to 1<sup>st</sup> April 2023 (Appendix C)**
8. **To consider a card machine contract for taking payments (Appendix D)**
9. **To review and approve the CPC Vexatious Complaints Policy (Appendix E)**
10. **To review and recommend to Full Council the CPC Biodiversity Policy (NEW Appendix F)**
11. **To approve quote for EICR Electrical Inspection and Condition Report Parish Council Offices and surrounding site (car park, park etc...) £400 (Appendix G)**
12. **Correspondence**
  - Request for funding from Churchdown Club to replace Community Defibrillator **(Appendix H)**
  - Thank you letter from Churchdown Male Voice Choir for grant awarded in sum of £800 **(Appendix I)**
13. **Questions and Information**
14. **To confirm date and time of next meeting**