



24<sup>th</sup> April 2024

To all Members of the Council

I hereby give notice that the Annual Meeting of Fairford Town Council will be held at 7pm in the Barker Room on Tuesday 14<sup>th</sup> May 2024.

All Members of the Council are hereby summoned to attend for the purpose of transacting the following business.

Vanessa Lawrence  
TOWN CLERK

## AGENDA

- 1 24/25 To elect the Chairman/Mayor
- 2 24/25 To elect Vice- Chairman/Vice Mayor
- 3 24/25 To receive the Declaration of Acceptance of Office for Chairman & Vice Chairman
- 4 24/25 To receive James Nicholls Declaration of Acceptance of Office to the role of Councillor.
- 5 24/25 Apologies for absence
- 6 24/25 Declarations of Interest in Items on the Agenda
- 7 24/25 To remind Councillors to update any details relating to changes on the Register of Interests and to send these to CDC.
- 8 24/25 To approve the Minutes of the Full Council meeting held on 9<sup>th</sup> April 2024
- 9 24/25 Clerks'/Chairman's report
- 10 24/25 To consider and agree timetable for meetings for the coming year.
- 11 24/25 To consider and agree variation to the number of members for each Committee.
- 12 24/25 To consider and agree membership to Committees and sub-committees.
- 13 24/25 To consider and agree Town Council representatives for the following organisations:
  - i Palmer Hall Committee (1)
  - ii Farmor's Endowed Trust (2)
  - iii Fairford Community Centre Trustees (3)
  - iv Fairford Community Centre Management Committee (2)
  - v Cotswold Water Park (1)
  - vi Fairford Air Base links (3)
  - vii Gloucestershire Market Town Forum (1)

viii	Police link (1)
ix	Fairford History Society (1)
x	Access to Countryside (3)
xi	FEAG (3)
xii	Fairford & Lechlade Business Club – open to all
xiii	Patients Participation Group (1)
xiv	Youth Steering Group (2)
xv	Fairford Community Voice (1)
xvii.	The Ernest Cook Trust – (3)

- 14 24/25 To re-affirm eligibility for the Town Councils (General Power of Competence) (Prescribed Conditions) Order 2012.**
- 15 24/25 To agree to adjourn the meeting for Public Participation – there is a 10-minute time limit) if members of the public are present.**
- 16 24/25 To agree to reconvene the meeting following Public Participation, if applicable.**
- 17 24/25 Chairman’s Announcements**
- 18 24/25 To consider correspondence received (for information only emailed)**
- 19 24/25 To receive reports from meetings attended.**
- 20 24/25 To receive report from District Councillor/County Councillors (e-mailed)**
- 21 24/25 To receive reports from Project Groups:**
- **Burial Ground**
  - **Transport Plan/TRO/Wheelwise**
  - **CHS Playing Field**
  - **Community Building**
  - **Multi-use Path**

## **FINANCE**

- 22 24/25 To receive Minutes from the Finance committee meeting held on the 7<sup>th</sup> May 2024(unapproved)**
- 23 24/25 To receive report from Chair of Finance**
- 24 24/25 To approve retrospectively payments to end of April 2024**
- 25 24/25 To receive Income & Expenditure Figures at year end (2023/24) and end April 2024.**
- 26 24/25 To consider and agree Reconciliation Report at year end and for April 2023.**
- 27 24/25 To consider and agree Qtrly Figures for payments over £500 and over (4<sup>th</sup> Qtr 2023/24).**
- 28 24/25 To consider and agree date of 3<sup>RD</sup> June for publication of notice of public rights and publication of unaudited annual governance & accountability return 2023-24**

### **PLANNING**

**29 24/25 To receive the minutes of the Planning committee meeting held on 16<sup>th</sup> April and 7<sup>th</sup> May 2024 (unapproved)**

**30 24/25 To receive report from Chair of Planning**

### **WORKS & EVENTS**

**31 24/25 To receive a report from the Chair of Works & Committee**

**32 24/25 To consider and agree to sign the Walnut Tree Field lease agreement.**

### **OTHER MATTERS**

**33 24/25 Anything the Chair considers urgent**

**34 24/25 Date of next meeting –11<sup>th</sup> June 2024**

**These are the Agenda items as at 9<sup>th</sup> May 2024**

**Vanessa Lawrence  
TOWN CLERK**