



Annie Wherrett

Clerk to Stoke Lodge and
The Common Parish Council
Date: 3rd May 2023

Notice of Annual Parish Council Meeting

Dear Councillors you are summoned to attend the Annual Parish Council meeting noted below:

Thursday 11th May 2023 – 7 pm The Pavilion, The Avenue, Stoke Lodge, BS34 6BD

Meeting Manager – Chair Andrew Alsop. Facilitator and Minute Taker – Clerk Annie Wherrett

Agenda

- 5.23.1 Election of Chair and Vice Chair.
- 5.23.2 Welcome and apologies for absence.
- 5.23.3 Declarations of Interest.
- 5.23.4 Ward Members Session
- 5.23.5 Public Participation Session.
- 5.23.6 Approval of Minutes of meeting 13th April 2023 and matters arising.
- 5.23.7 Quotation for Play bark and weed suppressant membrane.
- 5.23.8 Review of Policies and Procedures
 - (i) Standing Orders – for consideration and approval.
 - (ii) Financial Regulations - for consideration and approval.
 - (iii) Asset Register.
 - (iv) Privacy Notice.
- 5.23.10 Policies and Procedures Review Timetable – for approval.
- 5.22.11 BDO auditors – Conflict of Interest Declaration – for discussion and completion.
- 5.22.12 Internal Audit Feedback
- 5.22.13 AGAR Section 1 – Annual Governance Statement – for approval
- 5.22.14 AGAR Section 2 – Accounting Statement 2022/23 – for approval
- 5.22.15 Clerks Report
- 5.23.16 Parish Council Finance Update
 - Payments over £500 - None
 - Bank Statements
 - Bank Reconciliation
 - Monthly Financial Report
- 5.23.17 Planning Applications - see attached.
- 5.23.18 Date of next meeting: Thursday 8th June 2023.

Planning Applications

New Applications:

P23/01404/HH: 3 Staverton Close Patchway South Gloucestershire BS34 6AH

Description: Erection of a two-storey side extension to form annexe. (amendment to previously approved scheme P22/04544/F)

Date Registered: 20/04/2023 – Consultation Expiry: 14/05/2023

Awaiting Decisions:

None

Planning Decisions:

P23/01018/CLP: 3 Maisemore Avenue, Stoke Lodge and The Common, BS34 6BT

Description: Erection of incidental outbuilding

Date Registered: 16/03/2023 – Consultation Expiry: 06/04/2023

Decision: Approve Certificate of Lawfulness - Date of Decision: 14/04/2023

P23/00699/HH - 24 Bibury Avenue Patchway South Gloucestershire BS34 6DG

Description: Installation of 1 front and 1 rear dormer to form additional living accommodation

Date of Application: 20/02/2023 – Date of Validation: 01/03/2023 – Consultation Expiry: 23/03/23

Decision: Approve with Conditions – Date of Decision: 14/04/2023

P23/00718/HH - 16 Bourton Avenue, Stoke Lodge and the Common, BS34 6EA

Description: Installation of 1 front dormer to form additional living accommodation

Date of Application: 20/02/2023 – Consultation Expiry: 16/03/2023

Decision: Approve with Conditions – Date of Decision: 12/04/2023

P23/01160/HH: 45 Fairford Crescent, Stoke Lodge and The Common, BS34 6DQ

Description: Erection of single storey rear extension to provide additional living accommodation

Date Registered: 24/03/2023 – Consultation Expiry: 16/04/2023

Decision: Approve with Conditions – Date of Decision: 19/04/2023

Plus any further applications which may be received after the publication of the agenda.