

# HINTON CHARTERHOUSE PARISH COUNCIL

**Chairman:** Cllr William Sturges  
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8th May 2026

Annual Council Meeting of Hinton Charterhouse Parish Council on Wednesday 13<sup>th</sup> May 2026, at the Memorial Hall the High Street, to transact the business set out in the agenda below. (The meeting will start after a short break at the end of the Annual Parish Meeting). Members of the public are welcome to attend.

William Sturges  
Chairman

## AGENDA

1. Chairman's Opening Remarks
2. Apologies for Absence
3. Election of Chairman & Declaration of Acceptance of Office
4. Election of Vice Chairman & Declaration of Acceptance of Office
5. Declarations Of Interest
6. Minutes of the Annual Parish Meeting – May 2025
7. Minutes of the ordinary Council Meeting 8th April 2026 - for approval and signing
8. Financial Reports and Statement for 1<sup>st</sup> May 2026. Adoption of End of Year Accounts for 2025-2026.
9. Internal Audit Report from Auditing Solutions Limited – Adoption. Appointment of Internal Auditor for 2026-27
10. Annual Governance & Accountability Return – Certificate of Exemption
11. Annual Governance & Accountability Return – Section 1 Governance Statement
12. Annual Governance & Accountability Return – Section 2 Accounting Statement
13. Confirmation of No Conflict of Interest with External Auditor (BDO LLP)
14. Reaffirmation of Internal Controls, Standing Orders, Financial Regulations, and Risk Management Procedures – Amendments i.a.w Internal Audit Report.
15. Reaffirmation of Resolutions and Policies adopted at 2004 AGM, and the 2007 Model Code of Conduct for Parish & Town Councils, and the Transparency Requirements Regulations 2015, and the B&NES and HCPC Declaration of Climate and Ecological Emergency.
16. Planning:  
For discussion:  
Housing Needs Survey  
26/01211/FUL – The Willows – Pipehouse – Alteration to boundary  
26/01519/FUL – St John The Baptist Church – Tree Works  
26/01614/PACOU – Clearbrook Farm – Change of use – Agricultural barns to Class 'E'
17. Highways and Footpaths
  - (i) National Highways A36 Trunk Road.
  - (ii) Other B&NES roads within the parish:
  - (iii) Byways and Footpaths
  - (iv) Wellow fete banner

18. Environment
19. Millennium Green & Play Area – Grant for Information Board  
Keeping of records of routine safety checks
20. Village Infrastructure & Facilities
  - (i) Memorial Hall
  - (ii) Bin Store & Replacement Notice Board. Tim Perry
21. Police and Crime
22. Open Forum for the Public. Free exchange of any information not covered above.
23. Correspondence
  - (i) None
24. Date of Next Meeting: Wednesday 10<sup>th</sup> June 2026.