

Innsworth Parish Council
AGENDA/SUMMONS
For the MEETING OF THE COUNCIL
TO BE HELD AT 6.30pm ON 25TH SEPTEMBER 2026
at the Imjin Station Community Centre, Innsworth Lane

1.	Welcome and introductions – by the Chairman
2.	Attendance to be recorded (anticipated as Parish Councillors Graham Bocking, David Hale, Rhiannon Evans Dona Jiji John and Lel Tyrrell, Ploy Culley Kevin Sherwood & Julie Evans))members of the public Borough Councillor Rojina Pradhan Rai Borough and County Councillor Hands
3.	Apologies for absence to be received & recorded from Parish Councillors
4.	Council to consider Apologies for absences to be accepted in accordance with LGA 1972 s85 (eg 6 month rule) Council to note no dispensation requests have been received in writing by the Clerk prior to the agenda being prepared for the meeting
5.	Council to consider co-option application from Dr Rinita Dam and meeting to pause to allow the acceptance of office forms to be signed in front of the Proper Officer
6.	Declaration of Interest for matters on the agenda to be invited
7.	Minutes of the previous Parish Council Meeting held on 24th July 2026 to be approved
8.	Council to consider if it wishes to seek tenders for bus shelter cleaning and to agree a specification
9.	Council to consider if it wishes to seek tenders for grass cutting contract and to agree a specification
10.	Council to agree payment of contractor invoices for Park warden in accordance with terms of contract Repairs to play area equipment in accordance with terms of contract
11.	Council to accept external auditor report for 25/26 stating that on the basis or review of sections 1 and 2 of the AGAR, in their opinion the information in Sections 1 and 2 is in accordance with proper practices and no other matters have come to their attention giving cause for concern that relevant legislation and regulatory requirements have not been met and there are no other matters affecting their opinion which they draw to the attention of the Council. The Notice of conclusion of audit to be published
12.	Council to consider the report presented by the Clerk of communications received from a member of the public
13.	Council to consider report presented by the RFO regarding the Fixed Asset Register
14.	Council to receive verbal feedback from T&PC strategic flood risk assessment -Cllr Bocking/Cllr Evans
15.	Council to invite public participation Public session to be closed
16.	Council to invite reports from Borough and County Councillor Hands and Borough Councillor Rojina Pradhan Rai
17.	Under the Public bodies admission to meetings action 1960 and schedule 12A of the LGA 1972, Council may wish to propose, second and resolve for the Council to move into confidential business to discuss employment, legal and commercial sensitivity matters which may prejudice the Council's financial or bargaining position Agreement of confidential meeting minutes

18.	Council to agree date of next meeting
19.	Close of meeting

Innsworth Parish Council
Draft minutes
For the MEETING OF THE COUNCIL
HELD AT 6.30pm ON 24th July 2026
at the Imjin Station Community Centre, Innsworth Lane

1.	Welcome and introductions – by the Chairman
2.	Attendance recorded as Parish Councillors Graham Bocking, David Hale, Rhiannon Evans Dona Jiji John and Lel Tyrrell, & Julie Evans 2 members of the public
3.	Apologies for absence received & recorded from Parish Councillor Ploy Culley Parish Councillor Kevin Sherwood did not attend Borough Councillor Rojina Pradhan Rai Borough and County Councillor Hands
4.	Council had no Apologies for absences to accept in accordance with LGA 1972 s85 (eg 6 month rule – Dispensation requests must be received in writing by the Clerk prior to the agenda being prepared for the meeting)
5.	Council elected Cllr Julie Evans vice-chair of Council and Council paused to allow the acceptance of office forms to be signed in front of the Proper Officer
6.	Council noted outcome of notice of vacancy published is that the PC can start the co-option process- notices to be published
7.	Declaration of Interest for matters on the agenda were invited - none
8.	Minutes of the previous Parish Council Meeting held on 29th June 2026 were approved
9.	Council received updated report from clerk and agreed matters relating to the update of the ROSPA actions agreed at the EOM It was noted that the insurance company has been sent a copy of the ROSPA action schedule and have no concerns
10	Council received updated report from Clerk and agreed matters relating to the update of the Risk Assessment actions agreed at the EOM I It was noted that the insurance company has been sent a copy of the RA action schedule and have no concerns
11	Council approved financial reports as attached Council discussed the FA schedule as presented at meeting and noted the amendments. RFO informed Council that the Bank Safeguarding review was completed
12	Council considered report presented by the Clerk of communications received from a member of the public and after discussing each point and actions /responses taken by the Clerk and also the advice of the Clerk as the proper officer who has also sought advice from the CEO of GALC and the Monitoring Officer as explained at the meeting, Council agreed responses As the member of the public had requested that this be minuted and the schedule is attached along with the agreed responses of the Council
13	Council received verbal feedback from T&PC strategic flood risk assessment -Cllr Bocking/Cllr Evans Sewage overflow and lack of capacity noted and planning condition to be attached on future applications Further information to be presented to Council when available

14	Council invited public participation • Defibrillator location requested – Waiting Bromford information to be approved by Council • Crossing on Innsworth Lane installation date requested– Delays with process by GCC noted • What is the role of the clerk and the role of the Chair- roles explained by Chair of Council • Felt that the previous item relating to the Correspondence from resident had not been taken seriously. • Rules regarding residency discussed Public session closed at 19.47-member of the public left Cllr Bocking left at 19.48
15	Council noted no reports received from Borough and County Councillor Hands Borough Councillor Rojina Pradhan Rai report was distributed via email and noted
16	Council agreed Gloucester Vineyard Church Council agreed that Gloucester Vineyard Church cannot display notices on the PC noticeboards due to potential license restrictions on the Luke Lane noticeboard, space and fairness to other community groups. Council suggested other local venues such as shops etc might be able to accommodate the notices
17	Council agreed update of its communication policy – Media, communication and complaints policy and formally adopted the draft as distributed via email and presented at the meeting
18	Under the Public bodies admission to meetings action 1960 and schedule 12A of the LGA 1972, It was proposed, seconded and resolved for the Council to move into confidential business to discuss employment, legal and commercial sensitivity matters which may prejudice the Council's financial or bargaining position Park warden tender documents opened and discussed – 2 tenders received and were compared – Council agreed their preferred Contractor, Clerk was given further instructions by the Council and subject to those conditions being met, Council instructed the Clerk to accept the tender ROPSA scheme of works tenders were opened and discussed -3 tenders received Council considered all tenders received and agreed preferred tender and gave instructions to the clerk to set up as soon as possible - and Council agreed to vire from general reserves (1/4/26) for the ROSPA scheme of works Surface repairs original tender oct 25- updated tenders received and Council agreed preferred contractor – Council agreed to vire from play area floor surface for surface repair quotations. Council gave instructions to the clerk to set up as soon as possible
19	Fixed asset register revisited from item 11 - Following the concerns expressed by the resident the Council agreed to further investigate the number and location of the assets and will discuss and agree any amendments at its September meeting
20	Close of meeting 20.30 Next meeting – bus shelter cleaning tender