

Agenda for Westonbirt with Lasborough Parish Council  
on Wednesday 12<sup>th</sup> July 2017  
at Woodlands House, Westonbirt  
commencing at 1900 hrs

1. To note apologies for absence
2. To receive declarations of pecuniary interest in connection with agenda items as shown and not already stated on Register of Interests
3. To adopt Minutes of Parish Council Meeting held on 15<sup>th</sup> February 2017
4. Matters arising
  - a. Selection of Future of PC Website - *In hand but not yet complete*
5. To review receipts and payments for current year to date
6. To carry out a bank reconciliation
7. To review the Risk Management Policy
8. To agree an annual programme for the review of other policy and procedural documents. Proposed review dates are shown in italics.
  - a. Complaints Handling Procedure – *July meeting?*
  - b. Code of Conduct – *September meeting?*
  - c. Publication Policy (FOI Publication Scheme) – *December meeting?*
  - d. Financial Regulations – *continue to review at February meeting rather than at AGM?*
  - e. Standing Orders – *continue to review at AGM.*
9. To consider the need for an Emergency Plan
10. To consider the need for a Neighbourhood Plan
11. To consider any planning applications received:
  - a. [Proposed alterations - Pickards Lodge Easton Grey Road Westonbirt Tetbury Gloucestershire GL8 8QE](#)
  - b. [Retrospective change of use from plant centre to wood centre and retention of associated structures; renovation of existing building and erection of 2 timber buildings. - Garden Centre Westonbirt Arboretum Bath Road Westonbirt Tetbury Gloucestershire GL8 8QS](#)
12. To review the arrangements Annual Parish Meeting 2017 and for the future Parish Meetings
13. Update on Actions from Annual Parish Meeting 2017
14. The date of the next parish council meeting will be 20<sup>th</sup> September 2017

N.B. All necessary documents are either available on the parish council website or hyperlinks have been provided to the relevant external website.