

# STAVERTON PARISH COUNCIL

Chair: Cllr J Polgrean  
Clerk: Mrs M Hinde  
E-mail: [clerk@staverton-pc.gov.uk](mailto:clerk@staverton-pc.gov.uk)

An meeting of Staverton Parish Council will be held at Dundry Nurseries Bamfurlong Lane Staverton GL51 6SL immediately after the Annual Parish Meeting on Monday 11 May 2026

**To: All members of the Parish Council:**

You are hereby summoned to attend the Annual meeting of Staverton Parish Council to be held Dundry Nurseries at 19:00 on Monday 11 May 2026

**MEMBERS OF THE PUBLIC AND PRESS ARE ALSO INVITED AND ENCOURAGED TO ATTEND**

*Michelle Hinde*

**Michelle Hinde**

Clerk to the Council

Email: [clerk@staverton-pc.gov.uk](mailto:clerk@staverton-pc.gov.uk)

05/05/2026

## **MEETING OF STAVERTON PARISH COUNCIL MEETING AGENDA**

<b>11.05.26.1</b>	To elect Chaiman and Vice Chairman, including signing Acceptance of Office forms
<b>11.05.26.2</b>	To note apologies for absence and to confirm the meeting is quorate
<b>11.05.26.3</b>	To receive comments from the public – no decisions will be made on issues raised. Any items requiring decisions will be added to the agenda of the next meeting
<b>11.05.26.4</b>	To receive declarations of interest for items on the agenda below, (Localism Act 2011).
<b>11.05.26.5</b>	To confirm and agree Minutes of the Parish Council Meeting held on 9 <sup>th</sup> February 2026
<b>11.05.26.5</b>	To receive Clerks Report and agree actions
<b>11.05.26.6</b>	To receive Borough Councillors Report
<b>11.05.26.7</b>	To receive County Councillors Report
<b>11.05.26.8</b>	<b>Finance, all documents to be circulated prior to the meeting:</b> a) To approve payment of May 2026 payment list below and those paid since last meeting, to note receipts and agree actions b) To approve bank reconciliation up to 30 <sup>th</sup> April 2026 c) To approve budget monitoring report up to 30 <sup>th</sup> April 2026 d) To review bank signatories e) To review direct debits f) To review insurance in respect of all insured risks and agree actions g) To discuss whether the council should make a donation to the Village Fete
<b>11.05.26.9</b>	<b>To receive an update on Parish Council procedures and resolve to agree actions</b> a) To review subscriptions to other bodies b) To approve Parish Council Meeting Dates 2026/27
<b>11.05.26.10</b>	<b>To review the following documents and agree actions:</b> a) Standing Orders b) Financial Regulations

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	<ul style="list-style-type: none"> <li>c) Code of Conduct</li> <li>d) Complaints Procedure</li> <li>e) Data Protection Policy</li> <li>f) Asset Register</li> <li>g) Grants and Donations Policy</li> <li>h) Publication Scheme</li> <li>i) Communication Policy</li> <li>j) Equality and Diversity</li> </ul>
<b>11.05.26.10</b>	To discuss the possibility of installing more dog bins in Staverton
<b>11.05.26.11</b>	To receive an update on flooding resolutions at AGD
<b>11.05.26.12</b>	To discuss possible locations for a defib
<b>11.05.26.13</b>	<p><b>Planning</b></p> <p><b>To discuss the following planning applications/appeals/updates made or received since the last meeting and agree actions:</b></p> <ul style="list-style-type: none"> <li>a) <b>Application Number - 25/00921/FUL</b>  <b>Proposal -</b> Full planning application for conversion of existing dwelling into 2 x 2 bed flats and 2 x 1 bed flats and erection of new building on site providing 2 x 2 bed flats, including new access, parking, landscaping and associated works.  <b>Location -</b> The Orchard Gloucester Road Staverton Cheltenham Gloucestershire GL51 0SS  <b>Deadline –</b> 21.05.26</li> <li>b) <b>Application Number - 26/00259/FUL</b>  <b>Proposal -</b> Demolition of industrial building and use of site for self-storage purposes (retrospective)  <b>Location -</b> Unit 15, Bamfurlong Industrial Park, Bamfurlong Lane  <b>Deadline –</b> 13.05.26</li> </ul>
<b>11.05.26.14</b>	To receive items for the next meeting
<b>11.05.26.15</b>	Date of next Meeting: 10 August 2026