

**To Members of Upper Arley Parish Council**

**24<sup>th</sup> October 2023**

You are duly summoned to attend the Meeting of Upper Arley Parish Council to be held on Tuesday 31<sup>st</sup> October 2023 at Shatterford Village Hall commencing at 7.00 p.m.

## **AGENDA**

**1. Apologies:** To receive apologies and to approve reasons for absence.

**2. Declarations of Interest:**

- a) Register of interests: Councillors are reminded of the need to update their register of interests.
- b) To declare any Disclosable Pecuniary Interest in items on the agenda and their nature.
- c) To declare any Other Disclosable Interests in items on the agenda and their nature.
- d) Written requests for the Council to grant a dispensation (S33 on the Localism Act 2011) are to be with the clerk at least one clear day prior to a meeting.

Councillors who have declared a Disclosable Pecuniary Interest or an Other Disclosable Interest which falls within the terms of paragraph 12(4) (b) of the code of conduct, must leave the room for the relevant items.

Failure to register or declare a Disclosable Pecuniary Interest may result in the commission of a criminal offence.

**3. Community Policing:** To receive any report from the Local Policing Team.

**The meeting will be adjourned for Public Question Time.**

The time allowed is at the discretion of the Chairman. Residents are invited to give their views and question the Parish Council on issues on this agenda, or raise issues for future consideration at the discretion of the Chairman. Members of the public may not take part in the Parish Council meeting itself. This period is not part of the formal meeting; brief notes will be appended on the minutes as an aide memoire.

**The meeting will be reconvened to conduct the items of business listed below: -**

**4. Dispensations:** To consider any requests to grant a dispensation for Agenda items.

**5. Minutes:** To consider approval of the minutes of the Parish Council meeting held on Monday 25<sup>th</sup> September 2023 at Pound Green and Button Oak Community Hall (enclosed).

**6. District and County Council Matters:** To receive any report from County or District Council representatives.

**7. Service Reports:**

a) Lengthsman: Any report on Lengthsman work (timesheet to be circulated).

b) Public Toilets: To receive any update from Cllr Hart following Member's response discussed at the meeting on the 25<sup>th</sup> September 2023.

**8. Highways Issues:**

a) Reports to be received from Members on any highway issues, including any reports of road accidents.

b) Bus Shelter Arley Lane: To discuss request received for a bus shelter at the top of Arley Lane (report with further information enclosed)

**9. Financial Report and Payment of Accounts**

a) Bank Balances at the 18<sup>th</sup> October 2023

Lloyds Treasurers Account	£8,784.79
Lloyds Business Instant Access Account	£0.01
CCLA Public Sector Deposit Account	£21,403.56

b) To approve payments to be made as listed below:

Salaries (October 2023)	£553.91	BACS
HMRC	£50.00	BACS
Admin Expenses (October 2023)	£84.15	BACS
Thursfields Solicitors (Land Registry Shatterford VH)	£1,030.00	BACS
Grass cutting (Annual cost)	£1,176.00	BACS
Tree work (Village Green Trimpley Lane)	£840.00	BACS
Lengthsman and Bin Contracts	£374.00	BACS

c) To ratify the following payments

Toilet Contract 1.10.23	£166.66	SO
Coverplan (laptop)	£9.50	DD

d) Bank reconciliation: Members are asked to complete the bank reconciliation for the period ending 30<sup>th</sup> September 2023:

**10. Planning and Development Control:**

a) Planning Applications Received

23/0683/FUL High Trees Farm Beacon Lane Shatterford  
Replacement of a barn with a dwelling and garage and demolition of further existing barn

b) Additional Planning Applications or other Planning Matters.

To consider any planning applications received or other planning matters notified since close of agenda.

c) Planning Decisions Received

None.

**11. Wyre Forest Polling District and Polling Places Review:** Members are asked if they wish to make any comments on the review (to receive a report from the Clerk).

**12. Clerk's Report:** Clerks report on ongoing items.

**13. Correspondence for Information:** To note correspondence received. Correspondence will be available from the Clerk on request.

**14. Councillor's Reports and items for future agendas:** Councillors may use this opportunity to report matters of information not included elsewhere on the agenda and to raise items for future agendas.

**15. Date of Next Meeting:** The next meeting will take place on Tuesday 5<sup>th</sup> December 2023 at Arley Memorial Hall commencing at 7.00 p.m.



Signed.....

Clerk to Upper Arley Parish Council

**Dates for your Diary:**

Tuesday 5<sup>th</sup> December 2023 – Parish Council Meeting – Arley Memorial Hall – 7.00 p.m.

Tuesday 23<sup>rd</sup> January 2024 – Parish Council Meeting – Shatterford Village Hall – 7.00 p.m.

Tuesday 27<sup>th</sup> February 2024 – Parish Council Meeting – Arley Memorial Hall 7.00 p.m.

Monday 18<sup>th</sup> March 2024 – Parish Council Meeting – Pound Green and Button Oak Community Hall – 7.00 p.m.