**MEETING MONDAY 26 November 2012 at 7.00pm**

**at the Parish Council Office, 80 Hewell Road, Barnt Green**

# AGENDA

**83/12 Apologies**

To receive apologies and to approve the reason for absence.

**84/12 Declarations of Interest**

Councillors are reminded:

1. of the need to update their register of interests;
2. to declare any Disclosable Pecuniary Interests in items on the agenda and their nature. Failure to declare a Disclosable Pecuniary Interest may result in the commission of a criminal offence;
3. to declare any Other Disclosable Interests in items on the agenda and their nature.

Councillors who declare a Disclosable Pecuniary Interest, or an Other Disclosable Interest which falls within the terms of the Council’s code of Conduct, must leave the room for the relevant item.

**85/12 Applications for dispensation**

1. To consider applications received from all councillors to be permitted to participate in all discussions about, and votes on issues relating to, the Parish Council budget and precept until the date of the next parish council election in 2015;
2. To consider an applications from Cllr Charles Hotham to be permitted to participate in all discussions about, and votes on issues relating to, the Neighbourhood Plan until the date of the next parish council election in 2015

**86/12 Minutes**

To consider adoption of the minutes of the Meeting held on 29 October 2012.

To adjourn the meeting for up to 10 minutes to allow electors the opportunity to question the Council on matters on the agenda or suggest items for future agendas.

*Members of the public may not take part in the meeting itself.*

**87/12 Chairman’s Report**

To receive a report from the Chairman.

**88/12 District Councillors’ and County Councillor’s Question and Answer Session**

To receive a report from District and County Councillors present.

**89/12 Neighbourhood Plan**

To receive the draft minutes of the Neighbourhood Plan Committee dated 5 November 2012 (Enclosure A).

**90/12 Infrastructure**

To receive reports from the following working groups:

(a) Planning and Conservation

1. To consider a report on applications received, decisions taken under delegated powers and decisions of the District Council’s Planning Committee (Enclosure B);
2. To consider the nature of the Council’s response to the Boundary Commission’s consultation on proposed ward boundary changes.

(b) Environment

1. To note the arrangements for the switch-on of Christmas lights;
2. To consider placing notices on cars parked illegally.

**91/12 Community**

To consider 2013 community activities.

**92/12 Governance**

1. Finance
   * 1. to receive the report of the Responsible Finance Officer on payments and receipts and to approve bills for payment (Enclosure C);
     2. to consider adoption of the recommendations of the Finance Group meeting dated 12 November 2012 (Enclosure D);
     3. to consider the purchase of a laminator and scanner;
     4. to approve arrangements for the volunteers Christmas lunch.
2. Reports of meetings
3. to consider representation at forthcoming meetings;
4. to consider reports from recent meetings:

* St Andrew’s School;
* Worcestershire County Association of Local Councils;
* Council for the Protection of Rural England;

**93/12 Correspondence Received**

To consider the following correspondence:

1. 1211/01: enquiring about the nature of recent surveys in Hewell Lane;
2. 1211/02: objecting to the site chosen for a memorial bench in Hewell Road.

**94/12 Decisions taken since last meeting**

To approve decisions taken since the last meeting.

**95/12 Future Agenda Items**

To suggest items for future agendas.

**96/12 Date and Venue of Next Meeting**

7.00pm on Monday 7 January 2013 at the Parish Office is proposed.

**97/12 To close the meeting to the public and press**

The Chair will move that the public business of the Council is concluded and that, in accordance with section 1 of the Public Bodies (Admission to Meetings) Act, the Council consider the next item of business in private session as it relates to an individual member of staff.

**98/12 Staffing matters**

To note that the Executive Officer will complete his probationary period on 30 November 2012 and to receive an oral report and recommendation from the Staff Group.

Dated 19 November 2012

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Paul MacLachlan

Executive Officer

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