

**MINUTES OF THE PARISH COUNCIL MEETING OF
RUSHWICK PARISH COUNCIL HELD ON
WEDNESDAY 9th MAY 2018 AT 7.00 PM
IN RUSHWICK VILLAGE HALL**

Present: Cllr Deakin (Chairman), Cllr Parker, Cllr Elcock, Cllr Jenkins, Cllr Williams, Cllr Rowley, Cllr Wigglesworth, Cllr Bennett and Cllr Haywood

In Attendance: None

1. Cllr Deakin was elected unopposed as Chairman and his Declaration of Acceptance of Office duly signed.
2. Apologies for absence: County Councillor Grove and District Councillors Chambers & Godwin (MHDC Planning Meeting) – received
3. Declaration of Interests
 1. Members were reminded to update their register of interests.
 2. Declaration of Disclosable Pecuniary: None
 3. Other Disclosable Interests: None
4. To consider written requests from Councillors for the Council to Grant a Dispensation (S33 of the Localism Act 2011): None requested.

No questions for Public Question Time.

5. Minutes: Having been previously circulated the minutes of The Parish Council meeting of 11.04.18 were signed as a true and correct record.
6. The following appointments /representatives were re- appointed:-
 - Vice-Chairman- Cllr Parker (Declaration of office signed)
 - School Representative – Cllr Wigglesworth
 - Village Hall Committee representative – Cllr Rowley
 - Playscape Representative – Cllr Parker
7. Members were appointed to the following:-
 - Staffing Committee – Cllrs Deakin & Parker
 - Planning Committee – All Councillors
8. Progress Reports: Defibrillator Training will be available at the Village Hall on Saturday 2nd June 2018 12pm -1pm and Saturday 9th June 2018 11am to 12pm. Please contact Cllr Elcock to book a place. The Action Plan was reviewed and updated. Cllr Williams has obtained a poop scoop to help clear up dog mess when walking the public footpaths.
9. Parish Lengthsman Scheme: An update was received as per worksheet
10. Finance
 1. Payment of accounts as per schedule were authorised.
 - a. **RESOLVED:** To renew insurance with Came & Company from 01/06/18 to 31/05/19 at a cost of £804.24
 2. **APPROVED:** The Bank Reconciliation Statement to 31.03.18
 3. Budget Monitoring to 31.03.187 – For Information Only
 4. **RESOLVED:** To approve Section 1 – Annual Governance Statement 2017/18
 5. **RESOLVED:** To adopt and sign Section 2 of Annual Return 2017/18
 6. **RESOLVED:** To appoint / engage Mr. Sharp as Internal Auditor for 2018/19 defining Terms

of Reference (subject to acceptance).

11. **RESOLVED:** To accept new national pay scales for 2018-19, to be implemented from 1st April 2018, as recommended by NALC.
12. **RESOLVED:** To adopt new Standing Orders 2018 (England).
13. The NALC model Financial Regulations (England) January 2016 were reviewed – no changes.
14. Dates of Council meetings for the year ahead
RESOLVED: Parish Council Meetings for 2018/19 are to be held on the second Wednesday of each month at 7.30pm at Rushwick Village Hall. Clerk has circulated a list of meeting dates. Please view on the noticeboards and website.
15. The following planning applications were considered:-

Application no: 18/00615/HP
Location: Coachman's Cottage, Upper Wick Lane, WR2 5SY
Proposal: Single storey rear extension and replacement doors
Comments: No Objections
16. Update on General Data Protection Regulation (GDPR)
The Government has tabled an amendment to its own Data Protection Bill to exempt all parish and town councils and parish meetings in England and community and town councils in Wales from the requirement to appoint a Data Protection Officer (DPO) under the General Data Protection Regulation.
The Clerk is due to attend training with CALC on Wednesday 23rd May 2018
17. Update on the Parish Neighbourhood Plan
Cllr Deakin and Cllr Jenkins had attended a meeting with David Clarke from MHDC who offered some useful advice in helping to proceed in developing a Neighbourhood Plan , to consider Community facilities and to identify where development can take place with the emphasis on retaining Rushwick as a village.
The next stage is to commence some Public Engagement/Communication and apply for grant funding.
18. Correspondence for Information: Clerk has circulated electronically.
 1. Update on developments along footpath 520, Upper Wick Lane
To write to MHDC Planning and Worcester Regulatory Services highlighting the breach of planning conditions.
 2. Parishioner request for allotments - Request to be considered in devising the Neighbourhood Plan.
19. Councillors' reports and items for future agendas
Cllr Elcock had reported fly tipping on Claphill Lane. This has now been cleared.
Cllr Bennett confirmed she was resigning with immediate effect and was thanked for her dedication and service in serving the community.

Meeting closed at 7.58 pm
Sharon Baxter
Clerk

Signed Chairman..... Date.....