

**THE ANNUAL MEETING OF THE SHELSLEYS PARISH COUNCIL**  
**May 14<sup>th</sup> 2019**

Clerk: Mrs. J E Speyer Barrel Heald Farm, Shelsley Beauchamp 01886 812444

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**AGENDA**

**To the members of The Shelsleys Parish Council. You are duly summoned to attend The Shelsleys Parish Council meeting to be held on Tuesday May 14th 2019 following the Annual Parish Meeting at 7.00pm in the Village Hall.**

1     **Election of Chairman:**

To elect the Chairman and for the Chairman to sign the **Declaration of Office.**

2     **Apologies:** To consider the acceptance of apologies for absence from Councillors and to remind Councillors of their commitment to the Parish Council.

3     **Election of Vice Chairman.**

To elect a Vice Chairman.

4     **Declaration of Interest:**

Register of Interests.

1. Register of Interests: Councillors are reminded of the need to update their register of interests.

2. To declare any Disclosable Pecuniary Interests in items on the agenda and their nature.

3. To declare any other Disclosable Interests in items on the agenda and their nature.

Councillors who have declared a Disclosable Pecuniary Interest, or another 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.*

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

The time allocated is at the discretion of the Council/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 to the minutes as an aide memoire.

5     **To note the Code of Conduct:** To remind members of the obligations of the Code of Conduct.

**To consider co-option of two Councillors for Shelsley Kings:**

6     **To consider the Council's Scheme of Delegation:**

To consider and to appoint members to Clerk's Finance Support Group and Staffing Committee.

- 7 **To review Council's Financial Regulations, Risk Assessment and Insurance.**  
Insurance Renewal. To discuss adequate cover and renew the policy.  
Premium £330 (3 year fixed term contract).
- 8 **To appoint individual offices including:**  
Shelsley Walsh Hill Climb liaison Councillor, Tree Warden, Footpaths Warden and  
any other appointments deemed necessary.
- 9 **To nominate two Councillors to attend the Worcestershire CALC Area Meetings.**
- 10 **Minutes:**  
To approve the minutes of the ordinary meeting held on March 12<sup>th</sup> 2019.
- 11 **District and County Councillors' Reports:**  
To receive information.
- 12 **Lengthsman:**  
To receive report and to inspect worksheets.  
Rob Wilks Annual Contract with the Parish Council.
- 13 **Highways and Footpaths:**  
To report, update and receive responses from Highways Control.  
SWHC footpath closures.  
Road closure details
- 14 **Parish Council Communications:**  
To consider dedicated Councillor email addresses,  
Facebook page.
- 15 **Progress Reports:**  
To receive relevant information.  
Waste bin in lay bye.  
Broadband to discuss any progress.
- 16 **Urgent Decisions:**  
To report any urgent decisions since the last meeting.  
In consultation with Councillors 19/00326/FUL shepherd's huts at Camp Farm,  
The Parish Council objects to the application.
- 17 **End of Year Accounts 2018 2019:**  
To consider accepting end of year accounts (attached or previously circulated).
- 18 **Audit:**  
To complete exemption certificate.
- 19 **Audit:**  
To complete Section 1 of Annual Audit.
- 20 **Audit:**  
To complete section 2 of Annual Audit.

- 21     **Finance:**  
To consider the following payments.  
Insurance Premium £330.00  
Clerk's salary and expenses.  
Lengthsman invoice for March and for April.  
CALC subscription £279.79  
Replacement cheque for CALC £10.00  
  
Monies received MHDC Precept £2000.00  
Current bank balance.  
To remove and replace signatories.
- 22     **Planning:**  
To consider any outstanding applications received.  
To report Malvern Hills District Council decisions.  
18/01839/LB and 18/01840/HP Church House proposed summerhouse.  
MHDC training programme July 4<sup>th</sup>  
19/00326/FUL Shepherd hut application withdrawn
- 23     **Correspondence for Information and Circulation:**  
All other correspondence for information delivered via email has been circulated.  
Councillors to discuss as appropriate.  
Police Reports.  
Fly the red flag  
Village Hall funding
- 24     **CALC:**  
To consider attendance at forthcoming training events (previously emailed) and information received.
- 25     **Councillors' reports and items for future agenda:**  
Each Councillor is requested to use this opportunity to report minor matters of information not included elsewhere on the agenda and to raise items for future agendas. Councillors are respectfully reminded that this is not an opportunity for debate or decision making.
- 26     **Date of next meeting:**  
To confirm the date of the next meeting, scheduled for July 9<sup>th</sup> 2019  
Jan Speyer  
  
Jan Speyer Clerk to The Shelsleys Parish Council  
May 8<sup>th</sup> 2019