

# SUCKLEY PARISH COUNCIL

Clerk: Mrs Diana Taylor – 9 – Lambourne Avenue – Malvern Link – Worcs WR14 1NL  
Tel: 01684 569430 – E-mail: dtaylor@suckleyclerk@gmail.com

8th July 2020

A **Virtual (via Zoom)** Annual Meeting of the Parish Council will be held on Monday 13<sup>th</sup> July 2020 at 7.15 pm. Members of the public will be able to join the meeting by telephone. Any push-button telephone will suffice: a “smart” phone is not required. The phone-in number and passcodes for the meeting are displayed below. All those calling in will be able to listen to the meeting but will not be able to speak unless they have advised me of their wish to do so not less than 24 hours prior to the meeting. Any parishioner wishing to address the Council **MUST** advise me of the phone number they will be using to dial into the meeting, so that the number can be “de-muted” as required.

Diana Taylor

**DIANA TAYLOR (Mrs)**  
**Clerk to Suckley Parish Council**

**Phone in Nos: 0131 460 1196 or 0203 051 2874**

**Meeting ID: 832 8435 6430**

**Password: 402468**

## **PARISH COUNCIL ANNUAL MEETING – 13<sup>th</sup> July 2020 NOTICE & AGENDA**

1. Election of Chairman & signing of Acceptance of Office for Chairman  
*(currently Cllr P Whatley)*
2. Apologies for Absence
3. Election of Vice-Chairman – *(currently Cllr J Green)*
4. **Declarations of Interests**
  - (a) Cllrs are reminded of the need to complete/update their Register of Interests form.
  - (b) To declare any Disclosable Pecuniary Interests in items on the Agenda and their nature.
  - (c) To declare any Other Disclosable Interests in items on the Agenda and their nature.

**Councillors who have declared a Disclosable Pecuniary Interest, or any Other Disclosable Interest which falls within the terms of para 12(4)(b) of the Code of Conduct, must move into the virtual waiting room for the relevant items. Failure to register or declare a Disclosable Pecuniary Interest may result in the commission of a criminal offence.**

5. To consider Written Requests from Councillors to Grant a Dispensation (S33 of the Localism Act 2011) relating to items on the Agenda.

**The Meeting will be adjourned for Public Question Time/Participation. (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 are reminded that by doing this, the matters for discussion may be included in public Minutes, and should give their consent to this prior to any discussion. The Chairman will give members of the public the chance to withdraw from the meeting if they so wish. Members of the public may not take part in the Parish Council Meeting itself.*

6. The Chairman will invite members of the public present to make a short presentation to the Council.
  - (a) Public presentation(s)
  - (b) Report from County Councillor
  - (c) District Councillor(s) Report
  - (d) Lengthsman Report (*Clerk/Cllr J Green*)
  - (e) Footpaths Report
  - (f) Local Police Report

#### **The Chairman re-opens the Meeting**

7. To note Model Standing Orders (adopted September 2018)
8. To **adopt** updated (MHDC) Code of Conduct
9. To note and/or review the Council's Financial Regulations (adopted September 2016)
10. To note and/or review the Council's Risk Assessment schedule
11. To nominate Councillors as follows:-
  - (a) Councillor responsible for Planning:  
*Currently Cllr P Griffiths*
  - (b) Council Representatives on Charities:  
John Palmer Educational Foundation  
*Currently Cllrs L Devenish & A Lewis*  
Suckley Charities  
*Currently Cllr A W Huband & Cllr P Whatley*  
Alfrick Educational Charity  
*Cllr L Devenish*  
The Hill Trust  
*Cllr R Hill*
  - (c) Council Representatives on Playing Fields Committee:  
*Currently Cllr C Luton, Cllr J Green, Cllr P Griffiths*
  - (d) Council Representatives on Worcs CALC Area Committee:  
(Vacancy)
  - (e) Councillors with Special Responsibilities:  
*Currently:-*

<i>Cllr R Hooper</i>	<i>Police</i>
<i>Cllr A Lewis</i>	<i>NHS</i>
12. Charity Accounts received by the Clerk (e-mailed to Cllrs) Brookes Memorial Fund/Suckley Charities/Alfrick Educational Trust.
13. To approve and sign Minutes of the Parish Council Meeting held on 9<sup>th</sup> March 2020
14. HIGHWAYS & BYWAYS

Hannah Davies (WCC Highways) has agreed to a site meeting after restrictions have been lifted.

15. VAS/SPEEDING ISSUES  
Due to Covid 19 lockdown no meaningful stats are available.
16. CHARITY REPORTS - (to consider any further reports received)  
Magaret Westwood Charity details
17. COMMUNITY
  - (a) Superfast Broadband
  - (b) Parish Information Pack
  - (c) Crowdfunding project for Suckley Good Neighbour Scheme (*Cllr A Lewis*)
  - (d) Future Projects
18. FINANCE
  - (a) Cheques – the following cheques have been paid and agreed via e-mail to Cllrs but need Minuted Council approval”-  
  
**Gen Fund** – M Baldwin (Quarry Mowing/maintenance); R Wilks L/Man March 2020; Worcs Calc Fee 2020/21; Duffy Regan (Auditors) – audit fee 2019/20; M Griffiths – payroll services 2019/20; HMRC – PAYE – April/May/June 2020  
**Playing Field** – RoSPA Inspection; D Reynolds – DJR Services - Invs 1356 & 1375 – (Mowing/Topping Playing Fields); Adam Cross – (Mole Control) Playing Fields
  - (b) Cheques needing approval at this meeting :-  
**Gen Fund** – D W Taylor, Clerk’s expenses March/April & May/June 2020; D W Taylor Clerk’s adjustment to April salary; C Luton – regilded memorial lettering; R Wilks Lengthsman April/May/June 2020
  - (b) Agreement to the payment of annual allowance to J Green in respect of supervision of the Parish Lengthsman’s activities and weekly inspections of “at risk” items (Local Authorities Members’ Allowances (England) Regulations 2003.  
**Grants/Donations**
  - (c) Suckley PCC – maintenance of graveyards (2020/21)
  - (d) Suckley Playing Fields – Grant 2020/21)
  - (e) Consider and Approve Year End Accounts to 31<sup>st</sup> March 2020 – internally audited (these to be signed & dated by the Clerk & Chairman)
  - (f) Consider and Approve Accounts to 31<sup>st</sup> May 2020
19. **APPROVAL OF ANNUAL AUDIT for Accounts to 31<sup>st</sup> March 2020 (as an “Exempt” Authority)** statement of exemption certificate to be signed by the Clerk & Chairman
  - (a) **ANNUAL AUDIT RETURN 2019/20 – Approval of Section 1 – Annual Governance Statement** (to be signed by Clerk & Chairman)
  - (b) **ANNUAL AUDIT RETURN 2019/20 – Approval of Section 2 – Accounting Statement** (to be signed by Clerk & Chairman)
20. PLAYING FIELD COMMITTEE  
(*Cllr C Luton/Cllr J Green to report*)

- (a) RoSPA safety Inspection
  - (b) Other reports
21. RISK ASSESSMENT – (Cllr P Whatley/Cllr J Green)
- (a) Report on any negative inspections of Bus Shelters, Playground Equipment, Skateboard Facility, Sports Equipment, Trees in Quarry, Map Board
22. PLANNING - MHDC  
**For information:-**
- (a) App No: 19/00910/FUL  
 Location: Land at (OS 7120 5053) Suckley  
 Proposal: Proposed access and track to residential dwelling  
 MHDC Planning has **APPROVED** this application, subject to conditions
  - (b) App No: 19/00897/FUL  
 Location: Barn at (OS 7194 5285) Applegaard Fruit Farm, Suckley  
 Proposal: Change of use and associated conversion of an existing agricultural building to a live/work unit  
 MHDC Planning has **APPROVED** this application, subject to conditions
  - (c) App No: 19/01403/FUL & 19/0140/LB  
 Location: Baston Hall, Crews Hill, Alfrick, Worcs WR6 5HF  
 Proposal: Change of Use of part of existing detached garage to multi-use space (recreational/meetings) with office space. Retention of two garage spaces with minor alterations to building. Change of use of main house to mixed use to include overnight accommodation and as B & B  
 MHDC Planning has **APPROVED** this application, subject to conditions
  - (d) App No: 20/00438/HP  
 Location: 3 Bearcroft Cottages, Longley Green, Suckley, Worcs WR6 5EF  
 Proposal: Removal of existing “external” canopy and replacement with single storey extension. New space to form a utility and downstairs wet room space.  
 MHDC Planning has **APPROVED** this application, subject to conditions.
  - (e) App No: 20/00437/OUT  
 Location: Old Hopyard, Suckley, Worcs WR6 5DG  
 Proposal: Agricultural bungalow for supervision of land. Removal of Condition 2 of 80/00449/OUT and Condition 1 of 81/01430/RM  
 MHDC Planning has **APPROVED** this application, subject to conditions.
23. SUCKLEY CHURCH - (Cllr A Lewis/Cllr L Devenish to report)
24. SUCKLEY SCHOOL - (Cllr L Devenish)
25. MATTERS FOR FUTURE AGENDA

**Date for next Meeting:- Monday 14<sup>th</sup> September 2020**