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To Members of Wolverley and Cookley Parish Council

You are duly summonsed to attend a "Virtual Annual Council Meeting" of Wolverley and Cookley Parish Council via ZOOM at 7.00pm on Tuesday 5<sup>th</sup> May 2020 for the purpose of transacting the following business.

Members of the public are invited to join the meeting. If you wish to join the meeting please contact the clerk on 01562 850435 or by email to [clerk.wolverleyandcookleypc@gmail.com](mailto:clerk.wolverleyandcookleypc@gmail.com) by Monday 4<sup>th</sup> May 2020 and you will be provided with the relevant details for joining.

**AGENDA**

1. Election of Chairman.
2. Chairman's Declaration of Acceptance of Office.
3. Election of Vice Chairman.
4. Apologies. To consider the acceptance of apologies for absence from Councillors and approve reasons for absence.
5. Declarations of Councillors Interests
  - a) Register of Interests: Councillors are reminded to complete and need to regularly update their register of interests.
  - b) To declare any Disclosable Pecuniary Interests in items on the agenda and their nature.
  - c) To declare any Other Disclosable Interests (Pecuniary or Non-Pecuniary) in items on the agenda and their nature.

Councillors who have declared a Disclosable Pecuniary Interest or Other Disclosable (Pecuniary or Non-Pecuniary) Interest which falls within the Code of Conduct (para 12 (4) (b) 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 now be adjourned for PUBLIC QUESTION TIME

Members of the public are invited to give their views and question the Council on items on the agenda, or raise issues for future consideration at the discretion of the Chairman. Members of the public may not take part in the Council Meeting itself.

The meeting now reconvened to conduct the items of business listed below;

6. To consider the adoption of the minutes of the Parish Council meeting held on 7<sup>th</sup> April 2020 at 7.00pm (minutes previously circulated).

Matters for Discussion / Decision;

7. County / District Councillor Reports: Reports circulated prior to the meeting, any questions to be e mailed directly to the Councillors.
8. Appointment of Statutory/Standing Committees. Current representatives circulated prior to the meeting.
9. Financial Matters;
  - a) To agree Appointment of Internal Auditor.
  - b) To discuss Parish Council Accounts 2019/2020.
10. To adopt Model Standing Orders and Model Financial Regulations. Circulated prior to meeting.
11. To note arrangements in place for Risk Management and Chairman to sign Risk Review Log for the year ended 31<sup>st</sup> March 2020. Risk Log circulated prior to meeting.
12. To discuss and agree approval of Annual Subscriptions.
  - a) Worcestershire CALC - £1258.47
  - b) Insurance - £1907.64
  - c) ICO (to be paid by Direct Debit) - £35.00
13. To discuss Contracts.
  - a) Lengthsman
  - b) Bin Emptying/Litter Picking
  - c) Grass Cutting

14. Accounts for Payment - to agree the schedule of cheques to be signed.

15. Planning Applications for Consideration:-

**PC No**    **WFDC No/Details**

3469    WF/20/0103/Full: Erection of two detached houses and associated works (resubmission of 15/0169 and 14/0628) at Rock Tavern, Caunsall Road, Caunsall,

3470    WF/20/0150/Full: Proposal for a new build single storey, music classrooms and food technology teaching block at Heathfield Knoll School, Wolverley,

3471    **FOR INFORMATION ONLY** - WF/20/0294/CLP: Proposed single storey rear extension 18 Westhead Road, Cookley.

**Parish Matters for Update Only - no decisions required**

16.    Clerks Report (Clerk)

17.    Update on Lengthsman Scheme. (RD/WS)

18.    New Issues / Items for Next Meeting.

19.    Date of Next Meeting - to confirm the date of the next meeting which is scheduled for Tuesday 2<sup>nd</sup> June 2020.

Mrs Beverley Drew

Clerk to Wolverley and Cookley Parish Council

29<sup>th</sup> April 2019