

PENSAX PARISH COUNCIL
Chairman Alistair Keron, George Rudd, David Abraham,
Heather Weston, Sharon Sanders, Stu Meese

To Members of Pensax Parish Council

You are duly required to attend **PENSAX ANNUAL Parish Council Meeting** to be held on **MONDAY 17th MAY 2021** in **OLD CHAPEL MENITH WOOD** at **7.10pm** or following closure of Annual Parish Meeting if later.

Agenda

1. **Election of Chairman** – to elect Chairman and to sign Declaration of Office.
2. **Apologies:** to receive apologies and to approve the reason for absence.
3. **Co-option of a Cllr** – to consider applications received.
4. **Election of Vice Chairman**
5. **Declarations of Interest:**
 - a. **Register of Interests:** Cllrs are reminded to complete a new 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.
Cllrs who have declared a Disclosable Pecuniary Interest, or an Other 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.
6. **Dispensations** – to agree that Dispensations received from Cllrs be discussed and agreed by the full Council at start of meetings.
 - a. To consider written requests from councillors for the council to grant a dispensation (S33 of the Localism Act 2011) – written requests to be with the clerk at least 4 clear days prior to a meeting.
7. **The meeting will be adjourned for Public Question Time**
The time allocated is at the discretion of the 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 memoir.
8. **County Cllrs Report** – if not presented to Parish Meeting.
Dist Cllrs Report – if not presented to Parish Meeting.
9. **Standing Orders** – to review.
10. **Financial Regulations** – to review.
11. **Data Protection** – to review.
12. **To consider the Council's Scheme of Delegation** and to adopt as drafted.
 - a. **To appoint Cllrs to the following:**
Staffing Working Party – for Clerk and Lengthsman.
Planning Working Party
Clerk's Finance Support Group
13. **To appoint volunteers to the following roles:**
Footpaths Officer/Tree Warden
14. **To consider appointment of representative to outside bodies:**
 - a. Worcestershire County Association of Local Councils Meeting Executive (2 Cllrs).
15. **Minutes:** To consider adoption of the minutes of the Parish Council Meeting held on 15th March 2021.
16. **Progress reports** for information
 - a. **Broadband Fibre To The Property in Menith Wood** – update.
 - b. **Broadband Fibre To The Property in Worles Common** – update.

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- c. **Broadband Fibre To The Property in Pensax Common** – update.
 - d. **Walking for Fitness** – update.
 - e. **Stockton Road speeding** – to discuss asking WCC to monitor speed due to concerns raised.
 - f. **Resignation of a Cllr** – update.
 - g. **Menith Wood Community Association** – update on covid grants received for Old Chapel.
 - h. **Menithwood Millennium Green Trust** – update on event cancelled in 2020.
- 17. Reports on Meetings attended by Clerk or Councillors:**
Clerk - Stakeholder and Community Engagement training 13th April
- 18. Finances:**
- a. To consider payments to be made as on list presented at meeting.
 - b. To report receipts since last meeting.
 - c. To agree Bank Reconciliation for Current Account – March/April 2021.
 - d. **McAfee 2020-2021** – To agree to repay subscription to Clerk that was paid 10th June 2020 = £89.99.
 - e. **Worcestershire County Association of Local Councils** - to agree to renew membership cost £230.75.
 - f. **Asset Register** (circulated) – to review.
 - g. **Certificate of Exemption from External Audit (circulated)** – To agree Council qualify to sign this document having income and expenditure below £25000.00 for 2020-2021, to confirm all other requirements are met.
 - h. **Annual Governance Statement** (circulated) - To agree Council are adhering to all the requirements.
 - i. **Internal Audit report** (circulated) – To agree report.
 - j. **Annual Return/End of Year Accounts** (circulated) - To agree accounts and to agree to sign all relevant papers.
- 19. Planning:**
- a. Plans circulated since last meeting – **None**
 - b. Decisions received since last meeting –
 - c. **21/00381/AGR - New Inn Farm, Worles Common, Stockton, Worcester, WR6 6XQ - Agricultural storage building for machinery and hay straw (non-livestock)** –
 - d. Plans for comment on tonight –
21/00515/CU – Spring Meadow, Pensax, Abberley, Worcester WR6 6AG - Change of use of land for the siting of 1 cabin to be used as holiday accommodation.
 - e. **Stockton Solar Farm** – update.
 - f. **Stockton Road agricultural field** - 26th April report from resident, hot tub being placed on land.
- 20. Road report:**
- a. Lengthsman - Progress report.
 - b. Any problems to report.
 - c. **Stockton Road drainage issues** – update.
 - d. **Worles Common/Menith Wood roads drainage issues** – update.
- 21. Pensax Village Hall –**
- a. **Sale** - to discuss instructing agent to change sale to an online auction.
 - b. **Proceeds of Sale** – to discuss consultation with residents when sale is agreed.
- 22. Noticeboard Menith Wood** – to discuss repairing at cost of £160.00 or replacing approx. £866.00.
- 23. Annual Parish Meeting** – to discuss issues that may arise.
- 24. Correspondence for Information –**
- 25. Clerks report on Urgent Decisions since last meeting –**
Complaint - 18th March regarding Parking at Clows Top
Payments made 21st April –
Mr R Whiteman (LM) = £91.00, Quality Solicitors Parkinson Wright (legal fees) = £120.00.

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26. Councillors reports and items for the next 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.

27. Date of next meeting: - 19th July 2021 at OLD CHAPEL HALL, Menith Wood

28. Meeting Closed.

Signed *Sue Burrows*
Clerk Sue Burrows

Date 12th May 2021