

To Members of Upper Arley Parish Council

18th April 2023

You are duly summoned to attend the Meeting of Upper Arley Parish Council to be held on Tuesday 25th April 2023 at Shatterford Village Hall commencing at 7.30 p.m.

AGENDA

- 1. Apologies:** To receive apologies and to approve reasons for absence.
- 2. Elections and Co-option:** To receive an update on the current Parish Council Elections and any update on the casual vacancy for Pound Green Ward.

3. Declarations of Interest:

- a) Register of interests: Councillors are reminded of the need to update their register of interests.
- b) To declare any Disclosable Pecuniary Interest in items on the agenda and their nature.
- c) To declare any Other Disclosable Interests in items on the agenda and their nature.
- d) Written requests for the Council to grant a dispensation (S33 on the Localism Act 2011) are to be with the clerk at least one clear day prior to a meeting.

Councillors 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.

- 4. Community Policing:** To receive any report from the Local Policing Team.

The meeting will be adjourned for Public Question Time.

The time allowed 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 on the minutes as an aide memoire.

The meeting will be reconvened to conduct the items of business listed below: -

5. Dispensations: To consider any requests to grant a dispensation for Agenda items.

6. Minutes: To consider approval of the minutes of the Parish Council meeting held on Monday 27th March 2023 at Pound Green and Button Oak Community Hall, (enclosed).

7. District and County Council Matters: To receive any report from County or District Council representatives.

8. Service Reports:

a) Lengthsman: Any report on Lengthsman work (timesheet to be circulated).

b) Streetlights: Update from Clerk on repairs and structural survey for streetlights.

9. Highways Issues: Reports to be received from Members on any highway issues, including reports of road accidents.

10. Distribution of Coronation Mugs: Members to discuss distribution of souvenir mugs to commemorate the Coronation of King Charles III on the 6th May 2023.

11. Financial Report and Payment of Accounts

a) Bank Balances at the 16th April 2023

Lloyds Treasurers Account	£2,221.27
Lloyds Business Instant Access Account	£0.01
CCLA Public Sector Deposit Account	£20,919.68

b) To approve payments to be made as listed below:

Salaries (April 2023)	£558.31	BACS
HMRC	£45.60	BACS
Admin Expenses (April 2023)	£77.55	BACS
StinkyInk	£34.67	BACS
Pound Green and Button Oak Community Hall	£21.00	BACS

c) To ratify the following payments

Toilet Contract 1.4.23	£166.66	SO
Coverplan (laptop)	£9.50	DD

d) Bank reconciliation: To complete the bank reconciliation for the period ending 31st March 2023.

e) Payments and Receipts Account: To note the payments and receipts account for the period ending 31st March 2023 (enclosed).

f) Annual Financial Return: To sign the Annual Governance Statement for submission to the external auditors PKF Littlejohn.

g) Annual Financial Return: To sign the Accounting Statement for submission to the external auditors PKF Littlejohn.

h) Appointment of Internal Auditor: To appoint Miss J Barker as the Internal Auditor for the 2023-2024 financial year.

i) Donations to Alveley First Responders and Bewdley First Responders: Members are asked to consider if they wish to make any donations and if so, to agree the amount.

j) Grant Application: Members are asked to consider and make a decision on the grant application from Shatterford Village Hall Committee (enclosed).

12. Planning and Development Control:

a) Planning Applications Received

23/0258/CLP Studio House, Bridgnorth Road, Shatterford
Proposed extension to the existing outbuilding sited within the rear amenity of the dwellinghouse. For information only.

b) Additional Planning Applications or other Planning Matters.

To consider any planning applications received or other planning matters notified since close of agenda.

c) Planning Decisions Received

23/0131/HRA Bannut Tree Farm Button Oak to Arley Road, Arley, Bewdley
Remove and replace approx. 290 metres of hedgerow along the Button Oak to Arley Road at Bannut Tree Farm, Arley. Refused.

23/0213/PNR Eaglespur House, Bridgnorth Road, Shatterford (for information only)
Change of Use of Agricultural Buildings to Dwellinghouses (Use Class C3)
Withdrawn.

23/0108/FUL Woodseaves Button Oak To Arley Road Pound Green
New oak framed annex development and proposed double garage
Refused.

13. Clerk's Report: Clerks report on ongoing items.

14. Correspondence for Information: To note correspondence received. Correspondence will be available from the Clerk on request.

15. Councillor's Reports and items for future agendas: Councillors may use this opportunity to report matters of information not included elsewhere on the agenda and to raise items for future agendas.

16. Date of Next Meeting: The next meeting, which will be the Annual Meeting of the Parish Council, will take place on Tuesday 23rd May 2023 at Arley Memorial Hall commencing at 7.30 p.m.



Signed.....

Clerk to Upper Arley Parish Council

Dates for your Diary:

Thursday 4th May 2023 – Parish Council Elections

Tuesday 23rd May 2023 – Annual Parish Council Meeting – Arley Memorial Hall – 7.30 p.m.

Monday 26th June 2023 – Parish Council Meeting – Pound Green Community Hall – 7.30 p.m.