

SUCKLEY PARISH COUNCIL

Clerk: Mrs Lynn Butler, 4 Old Forge, Whitbourne, Worcester, WR6 5SB
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7 May 2024

Notice is given that the Annual Meeting of the Parish Council will be held on **Monday 13th May 2024 at 7.30 pm in Suckley Primary School.**

Yours sincerely

L. S. Butler

Lynn S. Butler (Mrs)
Clerk to Suckley Parish Council

PARISH COUNCIL ANNUAL MEETING – 13th May 2024 NOTICE & AGENDA

1. Election of Chair & signing of Acceptance of Office for Chair
2. Apologies for Absence
3. Election of Vice-Chair
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 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.

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/Chair). 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 Chair. *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 Chair 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 Chair will invite members of the public present to make a short presentation to the Council.
 - (a) Public presentation(s) (including planning applications representatives)

Planning (if on Agenda):

- (1) The Council Chair will ask the applicant/s or their representatives (if present) to put forward any points he/she wishes to make regarding their application
 - (2) Other parishioners are then invited to put forward their comments
 - (3) The applicant/representative then has the opportunity to respond to any points raised if he/she wishes to do so
- (b) Report from County Councillor – Cllr Karen Hanks
 - (c) Report from District Councillor(s)
 - (d) Lengthsman Report (Clerk)
 - (e) Local Police Report (Clerk)
 - (f) Suckley School (Cllr H Philpotts)

The Chairman will re-open the Meeting

7. **To approve and sign minutes of the Parish Council Meeting held on 8th April 2024**
8. **To note Model Standing Orders (adopted November 2023)**
9. **To note (MHDC) Code of Conduct (adopted July 2022)**
10. **To note and/or review the Council's Financial Regulations (adopted September 2016) and agree to discuss adopting Model Standing Orders (updated April 2024) at next parish council meeting**
11. **To note and/or review the Council's Insurance schedule**
12. **To note and/or review the Council's Asset Register**
13. **To nominate Councillors as follows:-**
 - (a) Councillor responsible for Planning:-
 - (b) Council Representatives on Charities:-
John Palmer Educational Foundation
Suckley Charities x 2
Alfrick Educational Charity
 - (c) The Hill Trust
 - (d) Council Representatives on Playing Fields Committee:
 - (e) Council Representatives on Worcs CALC Area Committee:
 - (f) Councillor Liaison with Suckley School
 - (g) Councillors with Special Responsibilities:
Currently:-
Police
NHS
Footpaths
 - (h) Managing social media, Facebook etc
 - (i) Custodian of various PC materials: memorial wreaths and crosses, red ballast
14. **Charity Accounts received by the Clerk**
Alfrick Educational Charity; Suckley Charities; The Hill Trust; Brookes Memorial Fund; John Palmer Trust.
15. **PLANNING - MHDC**
For consideration:-
 - (a) App No: M/24/00268/HP
Location: Murrells End, Suckley, Worcester, WR6 5DJ
Proposal: Proposed replacement outbuilding

- (b) App No: M/24/00271/HP
Location: Parsleys Patch, Longley Green, Suckley, Worcs, WR6 5DU
Proposal: Two-storey rear extension
- (c) App No: M/23/01770/FUL
Location: Barn at Applegaard Fruit Farm, Suckley
Proposal: Retention of the buildings/structures identified as C, D, E, F, G and stables

16. HIGHWAYS & BYWAYS

17. FOOTPATHS

18. PLAYING FIELDS

All items and issues relating to playing field, pavilion, astro turf, play equipment etc

19. RISK ASSESSMENT

20. COUNCILLOR VACANCIES (*Clerk to update*)

21. COMMUNITY - Projects/items for discussion/update:-

- (a) Newsletter
- (b) Correspondence
- (c) Parish Survey
- (d) Village Show
- (e) Notice Boards
- (f) Memorial Ground
- (g) History Society
- (h) New Defibrillator

22. FINANCE

The following payments to be approved:-

(a) Gen Fund

Worcestershire CALC annual renewal - £431.99
LS Butler – Clerk’s salary April 2024 - £644.10
& Clerks expenses Jan – Mar 2024 - £55.50

(b) Playing Field A/c

WaterPlus D/D for April - £7.50
Smart Cut – grass cutting 18/04/2024 & 30/04/2024 - £240.00
P Burrell £60 – mole clearance
DJ & RJ Philpotts £1,416.00 -

(c) Lengthsman

- (i) To sign agreement for 2024/25
- (ii) To confirm hourly rate

(d) Consider and Approve Year End Accounts to 31st March 2024

these to be signed & dated by the Clerk & Chair

23. MATTERS FOR FUTURE AGENDA