

To Members of Upper Arley Parish Council

14th May 2024

You are duly summoned to attend the Annual Meeting of Upper Arley Parish Council to be held on Tuesday 21st May 2024 at Arley Memorial Hall, commencing at 7.30 p.m.

AGENDA

1. Election of Chairman and signing of the Declaration of Acceptance of Office.

2. Election of Vice Chairman.

3. Apologies: To receive apologies and to approve reasons for absence.

4. 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.

5. 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: -

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

7. Council's Scheme of Delegation: To appoint members to the following Committees

Staffing Committee – 3 Councillors

Finance Committee – 3 Councillors

To appoint Members to the following outside bodies

Worcestershire County Association of Local Councils and Parish Forum – 2 Councillors

Arley Memorial Hall Committee – 1 Councillor

Shatterford Village Hall Committee – 1 Councillor

Pound Green and Button Oak Community Hall – 1 Councillor

8. Minutes: To consider approval of the minutes of the Parish Council meeting held on Tuesday 23rd April 2024 at Shatterford Village Hall (enclosed).

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

10. Service Reports:

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

11. Highways Issues:

a) Reports to be received from Members on any highway issues, including any reports of road accidents.

12. Financial Report and Payment of Accounts

a) Bank Balances at the 10th May 2024

Lloyds Treasurers Account £10,840.02

Lloyds Business Instant Access Account £0.01

CCLA Public Sector Deposit Account £14,469.65

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

Salaries (May 2024)	£463.96	BACS
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HMRC (May 2024)	£44.60	BACS
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Admin Expenses (April 2024)	£53.15	BACS
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Lengthsman and litter contract (plus additional work 29/4/24)	£425.00	BACS
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Worcestershire CALC (subscription invoice 9535)	£539.30	BACS
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Hiscox Insurance Company Limited	£1,417.27	BACS
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Stinkyink (printing cartridges invoice K20226)	£43.16	BACS
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c) To ratify the following payments

Toilet Contract 1.5.24	£166.66	SO
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d) Annual Financial Return: To sign the Annual Governance Statement for submission to the external auditors PKF Littlejohn.

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

13. Planning and Development Control:

a) Planning Applications Received

None.

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

24/0079/FUL Nash End Farm Lion Lane Arley Bewdley
Demolition of barn and replacement with 1No. rural workers dwelling. Approved.

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

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

16. 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.

17. Date of Next Meeting: The next meeting will take place on Monday 24th June 2024 at Arley Memorial Hall commencing at 7.30 p.m.



Signed.....

Clerk to Upper Arley Parish Council

Dates for your Diary:

Tuesday 23rd July 2024 – Parish Council Meeting - 7.30 pm - Shatterford Village Hall

Tuesday 20th August 2024 – Parish Council Meeting – 7.30 pm – Arley Memorial Hall