

KEMERTON PARISH COUNCIL

Clerk: Carol Chambers, 24 Old Meadows, Whittington Worcester, WR5 1TF, kemertonpc@hotmail.co.uk

Dear Councillors

You are duly summoned to attend the Kemerton Parish Council Meeting to be held at the Victoria Hall on Tuesday 14th May 2024 at 7.00pm

Carol Chambers
Parish Clerk

AGENDA

1. **Appointment/ Election of Chairman.**
Declaration/Acceptance of Office to be signed.
2. **Apologies For Absence.**

Note; Residents are invited to give their views and to question the Parish Council on issues on the Agenda; additionally they can, at the discretion of the Chairman, raise issues for future consideration. There will be a time limited of 10 minutes in total.

Members of the public may not take part in the Parish Council meeting.

3. **Declaration Of Interests**
 - a) To declare any personal interest in items on the agenda and their nature.
 - b) To declare any prejudicial interest in items on the agenda and their nature.
(Councillors with prejudicial interests must leave the room during the relevant items)
 - c) To Consider Applications for Dispensation
4. **Minutes of the Previous Meeting held 5th March 2024**
To Consider the Adoption of The Minutes of the meeting held On The 5th March 2024.
5. **To Review Kemerton Parish Councils Policies**
 - a) Financial Regulations. *REVISED MAY 2024 - Previously Emailed*
 - b) Standing Orders. *(last reviewed May 2022) Previously Emailed*
 - c) Risk Assessment. *(last reviewed Sept 2018) (DEFFERRED on Tuesday 9th January 2024). Previously Emailed*
 - d) Code of Conduct. *(last reviewed 2020) Previously Emailed*
 - e) Asset List/Insurance Requirements
6. **Election Of Vice Chairman.**

7. Allocation and Confirmation of Roles within the Council

The names of Councillors who were appointed in 2023/2024 are listed against the relevant Group.

- | | |
|---|------------------|
| a) Finance Officer. | CLlr Oliver |
| b) Bredon Hill Conservation Group Representative. | CLlr Kulukundis |
| c) Victoria Hall Representative. | CLlr Wenham |
| d) Area CALC Representative. | CLlr Carver |
| e) Grass Cutting Representative. | CLlr Wenham |
| f) Risk Assessment | CLlr Howell |
| f) Planning and Development. | New Group |

8. Annual Return and Governance for 2023-2024

- a. To Receive. The Report From The Internal Auditor 2023/2024.
- b. To Approve. The Governance Statement For 2023/2024.
- c. To Approve. The Accounts For 2023/2024.

AGAR papers are currently with the internal auditor and will be available at the meeting

- d. To Minute the appointment of Ruth Mullett, CiLCA, BA (Hons) Community Governance as Kemerton Parish Council's Internal Auditor

9. To agree the invoices to be paid.

- a) Calc Subscription £ 291.02 Including VAT
- b) Victoria Hall £48.00 Including VAT
- c) Insurance Renewal £963.73
- e) Kemerton Village News Parish Magazine Grant Request - A Grant application has been emailed to Janet Way no reply to date.

10. Financial Report

- a) Budget Review
- b) Receipts & Payment for March & April 2024
- c) Bank Reconciliation

11. Planning Applications and Decisions

12. Kemerton Parish Council - Email

Email capacity update

13. Kemerton Parish Council - Emblem

Council Identity

14. Items for Future Agenda and Councillor Reports.

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 either debate or decision making.

15. Date Of Next Meeting will be held on 2nd July 2024