

SUCKLEY PARISH COUNCIL

Notice of Meeting

A meeting of Suckley Parish Council is to be held at the Parish Councils Playing Field Pavilion, Suckley, Worcester, WR6 5DE

Monday 10th February 2025 at 7.30 pm.

*Members of the public are invited to attend and in accordance with the parish council's Standing Orders may at agenda item 4, make representations, answer questions and give evidence at this meeting in respect of the business on the agenda.

During agenda item 4:

- i. the period designated for public participation shall not exceed fifteen minutes.
- ii. no member of the public shall speak for more than five minutes unless directed by the Chair of the meeting.
- iii. no question put shall require a response nor start a debate on the question.
- iv. the Chair of the meeting may direct that a written or oral response be given.

Whilst members of the public are welcome to stay in the meeting after agenda item 4, there is no opportunity for participation unless invited to do so by the Chair of the meeting.

Summons

Councillors are hereby summoned to a meeting of Suckley Parish Council to transact the business set out in the following agenda.

Signed: *L Cleaver*

Dated 4th February 2025

Lesley Cleaver

Clerk and Responsible Financial Officer.

Email: suckleypcclerk@hotmail.com

AGENDA

1. **Chair's welcome and to record apologies.**
2. **Declarations of Interests.** Members are reminded of:
 - (a) the statutory requirement to declare all matters relating to their Register of Interests regarding Disclosable Pecuniary Interests (DPI) and
 - (b) the requirement in the council's Members Code of Conduct to declare all Other Registerable Interests (ORI) and None-Registerable Interests (NRI) in matters to be considered in the meeting.When a councillor declares any type of interest, they must leave the meeting when that matter is discussed unless granted a dispensation by the council.

3. Consideration of any request for a dispensation.

Should any councillor declare any of DPI, ORI, NRI, they may apply for a dispensation which must be in writing and provided to the Clerk before the meeting starts, stating the nature of the interest and asking to be allowed to (a) stay in the meeting, or (b) stay and speak, or (c) stay, speak and vote.

The council is required to decide whether to allow the dispensation request, depending on the nature of the subject and the likely impact on public perception.

4. Public Participation

(a) * Please refer to the notes above. Speakers will be asked to give their name to the meeting, however comments made will be anonymised and summarised in the ensuing minutes.

(b) Public presentation(s) Planning (if on the agenda) (including planning applications representatives)

M/25/00109/FUL

Suckley Primary School, Church Lane, Suckley, WR6 5DE

Single storey, classroom extension.

(1) The Council Chair will ask the applicant/s or their representatives (if present) to put forward any points they wish 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

(c) To receive a report from and ask questions of County Councillor Cllr Karen Hanks

(d) To receive a report from, and ask questions of District Councillor Sarah Rouse.

(e) To receive a report from, and ask questions of District Councillor Peter Whatley

(f) School report (*Cllr Helen Philpotts*):

5. TO APPROVE AND SIGN THE MINUTES of the meeting held 13/01/2025 as a true and accurate record, draft minutes issued to all councillors 28th January 2025 and made available online.

6. POLICY DOCUMENT INTERNAL/EXTERNAL

To consider and agree the following policy as circulated:

Abusive, Persistent, Vexatious, Requests, Complaints and Complainants Policy.

7. PLANNING – MHDC

(a) For Council Consideration:- M/25/00109/FUL

Suckley Primary School, Church Lane, Suckley. WR6 5DE

Single storey, classroom extension.

(b) Decisions (for information only): Nothing at the time of publication.

8. PLAYING FIELD

(a) Working Party Terms of Reference.

- (b) New Face Book Page "Suckley Playing Field"
- (c) Report from the recent meeting.
- (d) To consider the proposal to set up a six a side competition early June.
(£40 per team x 12 teams=£480) The associated set up cost £400 for referees/first aiders and any associated insurance cost to the value of £100

9. REPORTS

- (a) Footpaths (*Cllrs Lewis and Philpotts*).
- (b) Clerk as circulated.

10. COMMUNITY - PROJECTS/ITEMS FOR DISCUSSION/UPDATE

- (a) Mobile Phone Mast (Atlas Tower Group) possible new siting to be considered.
- (b) Neighbourhood Plan(Cllr S Jew) to note that the application for funding has been submitted to MHDC.
- (c) Defibrillators. No update to be considered.
- (d) Parish Board Map (Cllr Ormerod)

11. ANNUAL INSPECTION/OTHER INSPECTIONS

To consider and approve the annual play inspection cost and to consider other remedial inspections.

12. PARISH COUNCIL LOGO: deferred until May.

13. FINANCE –

- (a) To review and finalise the correctness of the councils Asset Register, items and values following a physical review in January.
- (b) The Councils insurance policy to be reviewed after finalising the councils Asset Register, the policy not offering "new for old" cover.
- (c) Bank reconciliation to the end of December 2024.
- (d) Budget v actual to the end December 2024
- (e) To agree adding Hirers Liability cover to the councils existing insurance policy at £56 including tax to accommodate possible future bookings of the pavilion.
- (f) To rescind payment of £25.00, cheque number 1163, for Worcester County County for archive information, this information no longer required for the VOA.
- (g) To agree to hire the Church on 12th May 2025 for the two annual meetings with the hire cost and refreshments of no more than £50

(h) APPROVAL OF PAYMENTS

To RESOLVE to agree the following payments two signatures required

£198.00 Cheque 1172	R Wilks. December Lengthsman work
£645.95 Cheque 1173	L Cleaver clerks January salary
£ 43.07 Cheque 1173	L Cleaver clerks expenses January 2025
£200.00 Cheque 1174	L Griffiths, updated Suckley Parish May (po2501)

(i) PLAYING FIELD ACCOUNT

To note direct debit payments taken.
Water Plus £11.65 December 2024.

(j) To note the automatic monthly amount from St. Johns Football Club £130.00

14. CONTRACTOR RENEW CONSIDERATION

To consider the appointment of a new payroll administrator.

15. PARISH SURVEY

To be reviewed and progressed by members.

16. MEMBERS LIST CHANGES

To consider the following changes to the members list:

- a) To change the name Face Book to Face Book - Parish Council
- b) To add, Face Book page called Suckley Playing Field
- c) To add to the Suckley Playing Field FB page John Sutton as administrator
- d) To add to the Suckley Playing Field FB page Cllr Mansell as article/publication

17. NEW EMAIL ADDRESSES

To set up new email addresses used only for parish council business

18. PLANTING LICENCE

To consider the terms of the planting licence as circulated (and insurance considerations) applied for by a member of the public to Worcestershire County Council, Highways department as the planting liability would fall under the parish Council.

19. RISK ASSESSMENT - PAVILION

To consider this risk assessment.

20. TO RECEIVE REPORT OF PARISH COUNCILLORS

Each councillor is requested to use this opportunity to report minor matters of Information not included elsewhere on the agenda. Councillors are respectfully reminded that this is not an opportunity for debate or decision making.

21. MEMBERS TO RAISE ISSUES FOR DISCUSSION AT THE NEXT MEETING

SUCKLEY PARISH COUNCIL MEMBERS: _

Cllr Richard Lewis Chair, Cllr Simon Jew, Cllr Andrew Mansell, Cllr Howard Ormerod, Cllr Helen Philpotts, Cllr Rebecca Roper.