

ANNUAL PARISH COUNCIL MEETING – 14th May 2012
AGENDA

1. Election of Chairman & signing of Acceptance of Office for Chairman
(currently Cllr A W Huband)
2. Apologies for absence
3. Election of Vice-Chairman
(currently Cllr J Green)
4. Declarations of Interests
 - (a) **Cllrs are reminded of the need to complete/update their Register of Interests**
 - (b) To declare any personal interests in items on the Agenda and their nature
 - (c) To declare any Prejudicial interests in items on the Agenda and their nature
(Cllrs with prejudicial interests must leave the room for the relevant items)

The Meeting will be adjourned for Public Question Time/Participation.

5. The Chairman will invite members of the public present to make a short presentation to the Council. A Councillor with a prejudicial interest in a particular issue may address the Council on the issue during Public Question Time, subject to the Councillor leaving the room in the event of an exchange on the issue between the public and the Council during this period.

- (a) Report from County Councillor
- (b) District Councillor(s) Report
- (c) Facility for Lengthsman to report if required
- (d) Facility for Footpaths Warden to report if required
- (e) Local Police Report

The Chairman re-opens the Meeting

- 6. To note new Model Standing Orders (adopted November 2010)
- 7. To note the Code of Conduct (adopted Sept 07)
- 8. To note the Council's Financial Regulations (adopted September 2011)
- 9. To note the Council's Risk Assessment schedule (for review at July 2012 meeting)
- 10. Annual Insurance requirements/review
- 11. To nominate Councillors as follows:-
 - (a) Councillor responsible for Planning:
Currently Cllr Mrs P Griffiths
 - (b) Council Representatives on Charities:
John Palmer Educational Foundation
Former Cllr Mrs R Harward
Suckley Charities
Currently Cllr A W Huband & Cllr P Whatley
Alfrick Educational Charity
Former Cllr Mrs R Harward
The Hill Trust
Vacancy
 - (c) Council Representatives on Playing Fields Committee:
Currently Cllr Mrs P Griffiths & Cllr J Green
Cllr Mrs C Luton
 - (d) Council Representatives on Worcs CALC Area Committee:
Currently Cllr A Grieve & Cllr B Kearley
 - (e) Council Representative to Joint Cllrs Area Forum:
Currently Cllr A W Huband
 - (f) Councillors with Special Responsibilities:
Currently:-
Vacancy *Police*
Cllr A Grieve *NHS*
 - (g) Councillor to serve on Suckley Primary School Board of Governors:
Currently Cllr Mrs L Devenish
- 12. Charity Accounts received by the Clerk to be perused
- 13. To approve and sign Minutes of the Parish Council Meeting held on 12th March 2012
To Approve and sign the Minutes of the Planning Meetings held on 26th March 2012 and 8th May 2012.

14. WOODLAND ROAD – Flood Defences *(Clerk/Cllr J Green to report)*
15. HIGHWAYS & BYWAYS
 - (a) Footpaths (any items **not** covered by Footpath Officer's Report)
 - (b) Lengthsman (any items **not** covered by Report from Lengthsman)
 - (i) Renewal of Lengthsman's Contract *(Clerk to Report – contract has been signed by the Lengthsman)*
 - (ii) Lengthsman Scheme Funding for 2012/13 *(Clerk to report)*
 - (c) Grit/Salt Bins – Labels – *(Clerk/Cllr J Green to report)*
 - (d) Replacement of domed metal cage at the bottom of Birchwood Lane (at the side of the water depth gauge) - *(Cllr J Green/Clerk to report)*
 - (e) Speeding Issues – Knightwick Road/Longley Green - *(Clerk/Cllr J Green to report)* (meeting held with G Brienza on 5th April 2012)
 - (f) White painted boulders on the verge of the White House, Suckley.
16. COMMUNITY PLAN
(Cllr A Grieve to report)
17. CHARITY REPORTS
 - (a) (Cllrs to report on any meetings which have taken place)
 - (i) Written Report from former Cllr Mrs R Harward – The John Palmer Trust
18. DIAMOND JUBILEE – 2012
 - (a) Jubilee Mugs – *(Clerk/Chairman to report)*
 - (b) Future Events
19. AREA CALC MEETING - March 2012
(Cllr B Kearley to report)
20. FINANCE
 - (a) Cheques for authorisation – **Gen Fund** - Clerk's expenses March/April 2012 (to be advised); Lengthsman – March 2012 £96.00 to be approved (already paid) Lengthsman April 2012 £195.00; Lengthsman May 2012 (to be advised); Lengthsman VAS Services March 2012 £25.50; Graham Computer Services for Grit/Salt Bins Signs £18.00; Marion Griffiths Payroll Services Oct 2011 – March 2012 £25.00; HMRC PAYE for Apr/May/June 2012 (to be advised); Worcs Co County – Supply of Grit/Salt bins £486.00; Parish Council Insurance for 2012/13 (to be advised); Worcs Calc Subscription 2012/13 £240.17; **Playing Fields** - NPower electric for Pavilion £68.37; Graham Computer Services – Gate sign - £60.00
 - (b) Approval of Year End Accounts to 31st March 2012 – available for the meeting **Annual Audit Return for Accounts ending 31st March 2012**
 - (c) Approval of Section 1 – Accounting statement
 - (d) Approval of Section 2 – Annual Governance statement
Discretionary Rate Relief 2012/13
 - (e) Cross Keys Inn, Suckley - £123.09
 - (f) Tan House, Longley Green, Suckley - £44.37
Grants/Donations
 - (g) Suckley PCC – maintenance of graveyards £100
 - (h) Suckley Playing Fields – Grant 2012/13 £600.00
21. PLAYING FIELD COMMITTEE
(Cllr C Luton/Cllr J Green to report)
 - (a) Annual Inspection – report from Mr J Hicks
 - (b) Annual Safety Check
 - (c) Gate Notice – Playing Fields - *(Cllr J Green/Clerk to report)*
 - (d) Contact Information re Playing Fields

22. RISK ASSESSMENT
 (a) Report on any negative inspections of Bus Shelters, Playground Equipment, Skateboard Facility, Sports Equipment, Trees in Quarry, Map Board
(Cllr J Green to report)
23. OIL PURCHASING COLLECTIVE
(Cllr A W Huband to report)
24. PLANNING
(Cllr P Griffiths to report)
 To note the following refusals/permissions/Approvals (MHDC) :-
 (a) Agricultural & Forestry Development - **APPROVAL**
 Location: Land at (Os 7352 5099) Suckley, Worcs
 Proposal: Agricultural building for the storage of hay/straw
 And implements
 App Ref: 11/01569/AGR
 Applicant: Mr R Hill
- To consider the following application :-
 (b) Location: Stocks House, Suckley, Worcs
 Proposal: Erection of a car port
 App Ref: 12/00627/HOU
 Applicant: Mr G Jenkins
- Other items:-
 (c) Steepways/Worlds End/Longley Green
 Site visit report from Cllr P Whatley
 (d) Planning Training for Parish & Town Councillors (MHDC)
 28th June 2012.
25. SUCKLEY SCHOOL
(Clerk and Cllr L Devenish to report)
26. COUNCILLOR VACANCY
 Clerk to Report
27. ANNUAL PARISH MEETING – 21st May 2011 at 7.30 pm
28. CORRESPONDENCE
 All correspondence is available for viewing from 6.45 pm
29. MATTERS FOR FUTURE AGENDA

Date of Annual Parish Meeting – Monday 21st May 2011 at 7.30 pm

Date of next Parish Council Meeting – Monday 9th July 2011 at 7.00 pm