

PENSAX PARISH COUNCIL
Chairman Rob Gready, George Rudd, Toby Wise, Alistair Keron

To Members of Pensax Parish Council

You are duly required to attend **Pensax Annual Parish Council Meeting** to be held on
Tuesday 19th May 2015 in Pensax Village Hall at
7.30pm or following closure of the Annual Parish Meeting

Agenda

1. **Election of Chairman:** To elect new Chairman and sign Declaration of Office.
2. **Apologies:** To receive apologies and to approve the reason for absence.
3. **Co-option of new Cllrs** – to consider any applications received to fill vacancies.
4. **Election of Vice Chairman.**
5. **Declarations of Interest:**
 - a. **Register of Interests:** Cllrs are reminded to complete a new 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.
Cllrs 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.
6. **Dispensations** – to agree that Dispensations received from Cllrs be discussed and agreed by the full Council at start of meetings.
 - a. To consider written requests from councillors for the council to grant a dispensation (S33 of the Localism Act 2011) – written requests to be with the clerk at least 4 clear days prior to a meeting.
7. **The meeting will be adjourned for Public Question Time**
The time allocated 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 to the minutes as an aide memoir.
8. **Code of Conduct 2012 edition** (circulated) - To adopt Code as drafted.
9. **To consider the Council's Scheme of Delegation** and to appoint Cllrs to the following:
 - a. Staffing Working Party – for Clerk and Lengthsman.
 - b. Planning Working Party
 - c. Clerk's Finance Support Group
 - d. Signatories for Bank Mandate
10. **Council's Risk Assessment** (circulated) – to review.
11. **To appoint volunteers to the following roles:**
 - b. Footpaths Officer
 - c. Tree Warden
12. **To consider appointment of representative to outside bodies:**
 - a. Pensax Village Hall Committee.
 - b. Worcestershire County Association of Local Councils Meeting Executive (2 Cllrs).
13. **Minutes:** To consider adoption of the minutes of the last meeting of the Council held on 21st April 2015 (attached).

PENSAX PARISH COUNCIL

Chairman Rob Gready, George Rudd, Toby Wise, Alistair Keron

14. Progress reports for information.

- a. **Pensax Village Hall** – update.
- b. **Superfast Broadband** – update.
- c. **Road Safety issues on road to Pensax Village** – update.

15. Reports on Meetings attended by Clerk or Councillors:

WCALC Training - 16th April - Audit, 29th April – Elections.

16. Finances:

- a. To consider payments to be made as on list presented at meeting.
- b. To report receipts since last meeting.
- c. To agree Bank Reconciliation for Current Account - April 2015.

17. Planning:

- a. Plans circulated since last meeting – None
- b. Decisions received since last meeting – None
- c. Plans for comment on tonight – None
- d. **Complaint regarding created track way at Spring Meadow, Pensax** – Update.

18. Road report:

- a. Lengthsman –Monthly progress report.
- b. Any problems to report.

19. Policies agreed to date.

20. Correspondence for Information:

A list of items will be available at the meeting.

21. Clerks report on Urgent Decisions since last meeting.

22. Councillors reports and items for the next agenda.

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 debate or decision making.

23. Date of next meeting: - TUESDAY 15th SEPTEMBER 2015 7.30pm

At MENITH WOOD OLD CHAPEL HALL

24. Meeting Closed.

Sue Burrows

Signed-----Date 13th May 2015

Clerk Sue Burrows