

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

To Members of Pensax Parish Council

You are duly required to attend **Pensax Annual Parish Council Meeting** to be held on **Tuesday 3rd May 2016** 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. **Election of Vice Chairman.**
4. **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.
5. **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.
6. **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.
7. **Standing Orders** – to review.
8. **Financial Regulations** – to review.
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
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 5th April 2016 (attached).

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14. **Progress reports** for information.
 - a. **Pensax Village Hall** – update.
 - b. **Superfast Broadband** – update.
 - c. **Queens 90th Birthday Celebrations Pensax Village Hall** – update and to agree budget.

15. **Reports on Meetings attended by Clerk or Councillors:**
MHDC Conference 18th April.

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 – March 2016.
 - d. To agree to continue membership of County Association of Local Councils at cost of £167.55.
 - e. To agree Council are adhering to the requirements of Annual Governance Statement (circulated).
 - f. To agree end of year accounts and to sign Annual Return for 2015-16 (circulated).

17. **Planning:**
 - a. Plans circulated since last meeting – **None**
 - b. Decisions received since last meeting –
15/01017/FUL – Land off Stockton Road, Stockton-on-Teme, Worcestershire WR6 6UT – Photo Voltaic Solar Energy Farm (5MW) and ancillary equipment.
 - c. Plans for comment on tonight – **None**

18. **Road report:**
 - a. Lengthsman - Progress report.
 - b. Any problems to report.

19. **Clerks Review** (circulated) - to agree for Chairman to sign.
Clerks increase in hours - to agree to increase Clerks hours from 2 to 4 per week from 1st April 2016.

20. **Business Rate Relief application from Bell Inn Pensax (circulated)** – to discuss supporting the business with contribution of £461.31.

21. **Dog mess** – to discuss purchasing waste bin at cost of £56.39, to agree siting of bin and signs.

22. **Meeting dates** – to discuss dates for future meetings.

23. **Correspondence for Information** - A list of items will be available at the meeting.
WCC – Invitation to 'Volunteering in your Community' on 9th June, 5-7-pm at The Hive.

24. **Clerks report on Urgent Decisions since last meeting.**

25. **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.

26. **Date of next meeting: - To be confirmed at OLD CHAPEL HALL, Menith Wood**

27. **Meeting Closed.**

Signed-----*Sue Burrows*-----Date **27th April 2016**
Clerk Sue Burrows