

# ROUS LENCH PARISH COUNCIL.

Clerk to the Parish Council: Mrs N. Holland. Tel: 01386 793050.  
Morton Wood Farmhouse, Morton Wood Lane, Abbots Morton. WR7 4LU.  
Email: [rouslenchpc@gmail.com](mailto:rouslenchpc@gmail.com)  
Website: <http://e-services.worcestershire.gov.uk/myparish/>

You are hereby summoned to attend the Annual Parish Council Meeting on Monday May 23<sup>rd</sup> 2016 at 7.30pm in Rous Lench Village Hall. Please inform the Clerk if you are unable to attend.

The meeting is open to all members of the public and the press.

Residents are welcome to attend and can address the meeting during Public Question Time.

## AGENDA.

1.	<b>Election of Chairman</b> and signing of declaration of office.
2.	<b>To consider apologies</b> and to approve reasons for non- attendance
3.	<b>Election of Vice-Chairman.</b>
4.	<b>Declarations of Interest:</b> with reference to items on the agenda members are reminded of their responsibility to declare interests as defined in the Code of Conduct and to update their Register of Interests as required.
5.	<b>Dispensations:</b> to consider any written dispensations from members who have declared an interest but wish to stay in the meeting during that time to aid discussion / speak / vote.
6.	<b>Co-option:</b> to consider applications received.
7.	<b>Annual business as per Standing Orders:</b> 1. Review of delegation arrangements to the Clerk and terms and conditions of the Staffing and Finance Working Group and to appoint 2 members (Chairman and Vice-Chair ex officio members.) 2. Review and adoption of standing orders and financial regulations. 3. Review of inventory of assets and risk assessment. 4. To consider quotes received on arrangements for insurance cover. 5. To agree the payment of £151.68 annual subscription to Worcestershire CALC. 6. To adopt revised council's complaints procedure. 7. Review of appointments/representation to external bodies: a) Wychavon CALC representative x 1.
8.	<b>To receive reports from County, District Cllrs. and Police.</b>
<b><u>The meeting will be adjourned for Public Question time.</u></b>	
9.	<b>Minutes:</b> to consider the adoption of the minutes of the Full Parish Council Meeting held on 04.04.16 and Planning meeting held on 03.05.16.
10.	<b>Clerk's report:</b> <u>Wychavon Area CALC meeting</u> – to take place on the 2 <sup>nd</sup> June 2016 in the Committee Room at Wychavon

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District Council commencing at 7.30pm. <u>Parish Lengthsman</u> – agreement between Worcestershire County Council and the Parish Council signed for 2016-17. <u>New Homes Bonus</u> – currently available £1488.
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<b>11. Reports from representatives.</b> a) CIL and Developer Contributions Workshop Agenda (Cllr. Mr. Hughes).
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<b>12. Financial matters.</b>
12.1 To approve the accounts year ending 31.03.16.
12.2 To adopt the Statement of Internal Control and Annual Review of Effectiveness of Internal Control.
12.3 To consider documents for approval for the external auditor: a) Annual Governance Statement. b) Statement of Accounts
12.4 To consider the independent internal auditors report.
12.5 To consider transferring funds from under spend 2015 - 16 to: a) £3000 contingency budget b) £1142 to remain in account.
12.6 To approve the 'Schedule of Payments' and bank reconciliation to 06.05.16.
12.7 To consider a grant application received from the Lenches Sports & Recreation Club towards costs to improve security for container housing community mower.

<b>13. To receive an update on the Vehicle Activated sign.</b>
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<b>14. Planning.</b>
To note correspondence received from the Planning Authority: a) W/16/00245/CU - The Caravan, Radford Road, Rous Lench. <b>Permission granted with 15 conditions/reasons.</b>

<b>15. Parish Cllrs. report and items for future agendas.</b>
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Circulation: All members of the Parish Council; District and County Councillors.

Dated: 17<sup>th</sup> May 2016. Signed: Mrs. N. Holland. (Clerk)

## **Correspondence for distribution that does not require decision.**

1.	Clerks & Councils Direct – May 2016.
2.	Worcestershire Road works weekly report.
	Mobile Homes Act 2013 - Consultation on Draft Fees Policy. The Mobile Homes Act 2013 introduced changes to the licensing of residential caravan sites, which are also known as 'mobile home sites.' Before the Council implements its fees and charges, it is first consulting on the fees and charges policy, setting out all of the relevant charges and how they have been calculated. Comments are welcomed from any other person with an interest in the licensing of mobile home parks. If you have any comments that you would like to make on the draft policy, please email them to <a href="mailto:wrsenquiries@worcsregservices.gov.uk">wrsenquiries@worcsregservices.gov.uk</a> or write to: <b>Emailed to members 18<sup>th</sup> April 2016.</b>