

# Grimley Parish Council

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Clerk: Mrs Lisa Stevens  
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Friday 8<sup>th</sup> September 2017

Dear Councillor,

Notice is hereby given that a Meeting of Grimley Parish Council will be held on **Monday 18<sup>th</sup> September 2017 at 7.30pm** in The Peace Hall, Sinton Green when the business set out in the agenda below will be transacted. Your attendance at the meeting is requested. Yours faithfully, Lisa Stevens, Clerk & Responsible Financial Officer

**The press and public are also cordially invited to attend this meeting** to address the Parish Council on matters concerning the Parish (at the allotted point in the agenda), observe proceedings or to inspect draft minutes of previous meetings.

1	To consider any apologies for absence.
2	<p><b>Declarations of interest.</b></p> <p>a. Register of interests: To note any updates received. b. To declare any Disclosable Pecuniary Interests relevant to the agenda. c. To declare any Other Disclosable Interests relevant to the agenda. d. To declare any additions to the Register of Gifts &amp; Hospitality. e. To consider written requests from Councillors for the Parish Council to grant a Dispensation (S33 of the Localism Act 2011). Motion to approve requests.</p> <p><small>Councillors are reminded to update their register of interests. Councillors who have declared a Disclosable Pecuniary Interest, or any Other Disclosable Interest (para 12(4)(b) Code of Conduct), must leave the room for the relevant items unless a dispensation has been granted.</small></p>
3	<p><b>Minutes of previous meetings – Motion to approve previous minutes.</b></p> <p>a. 17<sup>th</sup> July - Full Council minutes b. 31<sup>st</sup> August - Extra-Ordinary Parish Council minutes.</p>
4	<p><b>Public question time.</b></p> <p>Standing orders to be suspended to allow the public present to address the Parish Council on any matters relating to Grimley Parish. Residents are invited to give their views and question the Parish Council on issues on this agenda, or raise issues for future consideration. This item to be limited at the discretion of the Chair. <b>Please note:</b> This may be the only opportunity for members of the public to address the Parish Council, at the discretion of the Chair. Members of the public may not take part in the Parish Council meeting itself, unless specifically invited to do so by the Chair. Correspondence send to the Parish Council will not be read out in lieu of attendance.</p>
5	<p>To Receive the Report of the County Councillor – Phil Grove. <i>Limited to three minutes please.</i> (Items raised for decision will appear on the agenda for the next meeting)</p>
6	<p>To Receive the Report of the District Councillor – Dean Clarke <i>Limited to three minutes please.</i> (Items raised for decision will appear on the agenda for the next meeting)</p>
7	<p><b>Planning –</b> to consider, comment and resolve to respond to the following planning applications</p> <p>a. <b>17/00722/HP</b>, Priory Cottage, Grimley, WR2 6LU, Conversion of outbuilding into annexe accommodation (not holiday let), Mr Andy Moore.</p>
8	<p><b>Monkwood Green -</b> To discuss updates and formulate Motions not requiring written notice.</p> <p>a. General update, including sheep grazing, track maintenance and feasibility study. b. Proposed date for meeting with Worcestershire wildlife. c. Pond maintenance. d. Completion of deed of grant of right of way Moorlands. Signatures/witnessing.</p>
9	<p><b>Grimley Village -</b> To discuss updates and formulate Motions not requiring written notice.</p> <p>a. Clerk general update, including progress with additional zebra bollards in Grimley approach road (to supplement visibility of knee rail fence).</p>

10	<b>Parish wide facilities</b> – To discuss updates and formulate Motions not requiring written notice. a. Tree survey update.
11	<b>Lengthsman</b> - To discuss updates and formulate Motions not requiring written notice. a. Motion to receive and approve future items of work.
12	<b>Reports from Representatives</b> - To discuss updates and formulate Motions not requiring written notice. a. Peace Hall Management Committee b. Tarmac Quarry Liaison Committee. c. Grimley Smaller Charities.
13	<b>General Finance and Administration</b> - To discuss updates and formulate Motions not requiring written notice. a. To consider and motion to approve the payment of outstanding accounts. b. To receive and motion to accept the Bank Reconciliation and Quarterly report (Q1). c. Completion of bank mandate variation form. Cllrs Marsh and Lewis to be added as signatories to the Parish Council bank account. d. Feedback from Grant Thornton ref completed annual audit 2016/17. e. Update to standing orders and financial regulations - updates from each Member: i) Financial Regulations (Statutory - NALC Recommended). (Cllrs Woodhouse & Stanley) ii) Standing Orders (Statutory - NALC Recommended). (Cllrs Stanley & Sweeney) iii) Risk Assessment Register. (last reviewed Autumn 2016) (Lengthsman) iv) Info available under Freedom of Information Act (Statutory) (Cllrs Ayers & Jones) v) Financial Reserves. (Cllrs Lewis & Woodhouse) vi) Code of conduct. (Cllrs Stanley & Sweeney)
14	<b>Items for future agenda.</b> Cllrs may use this opportunity to report minor matters of information not included elsewhere on the agenda and to raise future items
15	<b>Correspondence</b> not dealt with elsewhere - To note and discuss as required correspondence already circulated to Cllrs, or available for inspection at the meeting. a. Lloyds Bank, Update to terms and conditions. No action required. b. Signed contract from Internal auditor for 2017/18 (updated) and 2018/19 (new). c. Country side voice CPRE magazine. d. J. Parkers wholesale bulb catalogue e. BHIB insurance brokers – to be approached for quote next year as Aon will no longer be providing insurance to Parish Councils. f. Clerk & councils direct Sept 2017 issue 113.
16	<b>Dates for diary and any other business.</b> - Deputy Chair Dave Stanley to chair meeting in November 2017. Cllr Taft has given her apologies for this meeting. November's meeting needs to be moved from Monday 23 <sup>rd</sup> November, so that the Clerk can attend the Town & Parish Council Forum that evening.
17	<b>Date of Next Scheduled Meeting - 7.30pm, Peace Hall, Sinton Green.</b> The press and public are cordially invited to attend this meeting.

### Appendix 1: Items for payment.

Glasdon UK Limited	2 x zebra bollards Grimley Approach Road. GPC201720.	£63.58	VAT £10.60
R.J. Poole	Outstanding VAT bill for mowing Monkwood Green (previous invoice £1000.00). Invoice is a correction received from the contractor. GPC201710.	£200.00	VAT £200.00
Grimley Peace Hall Foundation	Annual hire of Peace Hall for council meetings. GPC201721.	£250.00	VAT nil
Lisa Stevens	Clerk wages [August]	£365.44	
Lisa Stevens	Expenses (£51.73) & Additional work (3 hours) outside contractual hours for Monkwood Green Management group (£34.26)	£51.73 £34.26	