

Grimley Parish Council

Next Meeting Monday 8th April 2019, 7.30pm Peace Hall, Sinton Green

Date of publication of this notice: Mon 1st April 2019

Dear Councillor, Notice is hereby given that a Meeting of Grimley Parish Council will be held on **Monday 8th April 2019 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>Declarations of interest.</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 & 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. f. Check that all have submitted Register of Interests to Malvern Hills District Council.</p> <p>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.</p>
3	<p>Public question time - 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. Residents to confirm name and address please prior to speaking. Your name may be recorded in the minutes of the meeting, unless you ask for this not to occur. Please speak to the Clerk if you have any concerns. The Council reserves the right not to allow questions from any person/s who do not confirm their residency/association with the parish.</p> <p>- Issue of children paddling in the pond at Sinton Green – topic pre submitted by a Cllr.</p>
4	<p>General Finance and Administration- To discuss updates and formulate Motions not requiring written notice.</p> <p>a. To consider and motion to approve the payment of outstanding accounts.</p> <p>b. To receive and motion to accept latest Bank Reconciliation March 2019 – final bank statements to end of year not yet received.</p> <p><i>NB. Annual financial report for 2018/19 has been moved from this agenda to 13th May 2019, for the benefit of Cllrs new to the Parish Council, attending their first meeting on that date.</i></p> <p>c. To complete paperwork 'election expenses return'.</p> <p><i>All 7 candidates (non-contested election) must complete and return to MDHC by 30th May 2019.</i></p> <p>d. Essential documents and policies list to Councillors.</p> <p><i>To note that all 7 candidates (non-contested election) have received this information but may not yet have had time to review it. The information provided includes the NOLAN principles and the Parish Council Code of Conduct, and references the need for Cllr training and due regard to objective and ethical standards in decision making.</i></p>

5	<p>Date of Next Scheduled Meeting</p> <p>Thursday 9th May, 10.30am til 2pm – Parish Clerk Surgery – public drop in session. Useful for any new Cllrs to drop in for first briefing.</p> <p>Monday 13th May, 7.30pm - Annual Meeting of Grimley Parish Council</p> <p>NB. The above is an annual meeting of Parish Cllrs, where appointments for the following take place: chairman, vice-chairman, committee members and representatives to other bodies. The public may not speak at this meeting, though they are cordially invited to attend to observe proceedings. (Standing orders states "In a year which is not an (parish) election year, the annual meeting of a council shall be held on such day in May as the council may direct at 7.15pm".). First item: Election of chair and sign declaration of office. Retiring/previous Chair will be in attendance in order to preside over this first item only, as necessary.</p> <p>Monday 13th May, 7.45pm approx - Grimley Parish Council monthly meeting.</p> <p>NB. The above is the normal monthly Parish Council meeting. Retired parish councillors will need to attend in order to return parish council paperwork for disposal as per General Data Protection Regulations.</p>
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Appendix 1: Items for payment.

Simon Skeys	Lengthsman Feb (£299) & Mar 2019 (£465.75).	£764.75	VAT nil
Simon Skeys	Sinton Mowing March 2019.	£75.00	VAT nil
Lisa Stevens	Clerk wages [March 2019] As per contract of <u>12 hours</u> per week, £12.01 per hour.	£576.48	VAT nil
Lisa Stevens	<p>Overtime associated with Elections and Nomination process. Including assistance with pack checking, delivery of replacement packs and, submission to MHDC. Fruition of 7 Parish Cllrs successfully nominated and elected uncontested.</p> <p>Criteria for overtime is specified in section 14.1 of Clerk contract.</p> <p>The uncontested nature of this election whilst resulting in a parish council saving of £875 in election costs, nonetheless means that 2 vacancies remain for co-option. For further information, please approach the Clerk: 07950256363.</p> <p>The election, the nomination process and information regarding 'what it takes to be a Parish Cllr' were advertised a total of 7 times in the parish since December 2018, including: monthly parish magazines; noticeboards; two individual leaflets/newsletters through household letterboxes; Parish Council consultation open day on 3rd March 2019; and Facebook.</p> <p>As of 25/03/19 three potential candidates came forward asking for further information and subsequently declined further involvement once their questions had been answered.</p>	£186.16	VAT nil
Lisa Stevens	Expenses. GPC201703. Includes travel expenses. <i>Typo amended - Previously advertised as £275.50.</i>	£215.50	VAT under calculation