

# SUCKLEY PARISH COUNCIL

Clerk: Mrs Diana Taylor – 9 – Lambourne Avenue – Malvern Link – Worcs WR14 1NL  
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## PARISH COUNCIL ANNUAL MEETING – 13<sup>th</sup> May 2019 NOTICE & AGENDA

1. Election of Chairman & signing of Acceptance of Office for Chairman  
*(currently Cllr P Whatley)*
  2. All Councillors to sign their Declaration of Acceptance of Office *(forms available at the meeting)*
  3. Apologies for Absence
  4. Election of Vice-Chairman – *(currently Cllr J Green)*
  5. **Declarations of Interests**
    - (a) **Cllrs are reminded of the need to complete a new Register of Interests form which must be sent to District Council Monitoring Officer at MHDC within 28 days of Election. Return of Expense Forms (even if no expenses were incurred) must be sent to the Electoral Services Office at MHDC within 28 days of Election**
    - (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.**
- Councillors who have declared a Disclosable Pecuniary Interest, or any Other Disclosable Interest which falls within the terms of para 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. To consider Written Requests from Councillors to Grant a Dispensation (S33 of the Localism Act 2011) relating to items on the Agenda.

**The Meeting will be adjourned for Public Question Time/Participation. (The time allocated is at the discretion of the Council/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 are reminded that by doing this, the matters for discussion may be included in public Minutes, and should give their consent to this prior to any discussion. The Chairman will give members of the public the chance to withdraw from the meeting if they so wish. Members of the public may not take part in the Parish Council Meeting itself.**

7. The Chairman will invite members of the public present to make a short presentation to the Council.
  - (a) Public presentation(s)
  - (b) Report from County Councillor
  - (c) District Councillor(s) Report

- (d) Lengthsman Report
- (e) Footpaths Report
- (f) Local Police Report

**The Chairman re-opens the Meeting**

- 8. To note new Model Standing Orders (adopted September 2018)
- 9. To note and/or review the Code of Conduct (adopted June 2012)
- 10. To note and/or review the Council's Financial Regulations (adopted September 2016)
- 11. To note and/or review the Council's Risk Assessment schedule
  
- 12. To nominate Councillors as follows:-
  - (a) Councillor responsible for Planning:  
*Currently Cllr P Griffiths*
  - (b) Council Representatives on Charities:  
John Palmer Educational Foundation  
*Currently Cllrs L Devenish & A Lewis*  
Suckley Charities  
*Currently Cllr A W Huband & Cllr P Whatley*  
Alfrick Educational Charity  
*Cllr L Devenish*  
The Hill Trust  
Vacancy
  - (c) Council Representatives on Playing Fields Committee:  
*Currently Cllr C Luton, Cllr J Green, Cllr P Griffiths*
  - (d) Council Representatives on Worcs CALC Area Committee:  
(Vacancy)
  - (e) Councillors with Special Responsibilities:  
*Currently:-*  

<i>Vacancy</i>	<i>Police</i>
<i>Cllr A Lewis</i>	<i>NHS</i>
  
- 13. Charity Accounts received by the Clerk to be perused
- 14. To approve and sign Minutes of the Parish Council Meeting held on 11th March 2019  
To approve and sign Minutes of the Planning Meeting held on 29<sup>th</sup> April 2019.
  
- 15. HIGHWAYS & BYWAYS
  - (a) Winter ice on the Cradley arm of Stocks Cross – this has now been completed.
  - (b) Overhanging trees – Knightwick Road – waiting for an update from Co Cllr P Tuthill
  - (c) Blocked ditch/drain at Stocks Cottages – *Clerk/Cllr J Green to report.*
  - (d) Outstanding for repair - Drain cover – Blackhouse Lane - (*Clerk has chased this up again - Ref 636955*)
  - (e) Damaged railing – corner of Blackhouse Lane/Stocks Lane (*Clerk/Cllr J Green to report*)
  - (f) Sign for Longley Green (opposite the bus shelter) (*Clerk has e-mailed Hannah Davies at WCC Highways/Cllr J Green to report*)
  - (g) Damage to 30 mph signs – (Clerk has reported this to WCC Highways) - *Cllr P Whatley/Cllr P Tuthill to report*
  - (h) Blocked drain No 57 (Reported to WCC Highways Ref C2064) – *Cllr J Green to report*

- (i) Closure of C2070 Suckley Road, Knightwick – alternative routes
16. SPEEDING ISSUES  
VAS camera in Alfrick until 13<sup>th</sup> May
17. CHARITY REPORTS  
(a) (to consider any reports received)
18. COMMUNITY  
(a) Reports  
(b) Future Projects
19. FINANCE  
(a) Cheques for authorisation –  
**Gen Fund** - Clerk's expenses March/April 2019 – (to be advised); Clerk's salary adjustment for April 2019 - £21.64; Worcs Calc Service charges/Nalc affiliation fee 2019/20 £384.50; Lengthsman March 2019 £187.20  
**Playing Field** - John Hicks – Playing Field Report - £68.40  
**Grants/Donations**  
(b) Suckley PCC – maintenance of graveyards (2019/20) (£200)  
(c) Suckley Playing Fields – Grant 2019/20  
(d) Consider and Approve Year End Accounts to 31<sup>st</sup> March 2019 – internally audited (these to be signed & dated by the Clerk & Chairman)
20. **APPROVAL OF ANNUAL AUDIT for Accounts to 31<sup>st</sup> March 2019** – statement of exemption certificate to be signed by the Clerk & Chairman  
  
(a) **ANNUAL AUDIT RETURN 2018/19 – Approval of Section 1 – Annual Governance Statement**  
(b) **ANNUAL AUDIT RETURN 2018/19 – Approval of Section 2 – Accounting Statement**
21. PLAYING FIELD COMMITTEE  
(Cllr C Luton/Cllr J Green to report)  
(a) Annual Inspection – report from Mr J Hicks  
(b) Water supply at the Pavilion – Cllr C Luton/Cllr J Green to report
22. RISK ASSESSMENT – (Cllr J Green)  
(a) Report on any negative inspections of Bus Shelters, Playground Equipment, Skateboard Facility, Sports Equipment, Trees in Quarry, Map Board
23. PLANNING - MHDC  
For information:-  
App No: 19/00303/FUL & 19/00304/LB  
Site: Baston Hall, Crews Hill, Alfrick, Worcs WR6 5HF  
Proposal: Change of Use of part of existing detached garage for use as Function Room with retention of one garage space. Provision of car parking. Change of use of main house to mixed use for overnight guest accommodation (as required) and as B & B  
**This application was withdrawn by the applicants on 24<sup>th</sup> April 2019**

24. ANNUAL PARISH MEETING – 20<sup>th</sup> MAY 2019 AT 7.30
25. SUCKLEY CHURCH  
(*Cllr A Lewis/Cllr L Devenish to report*)
26. SUCKLEY SCHOOL  
(*Cllr A Lewis to report*)
27. MATTERS FOR FUTURE AGENDA
28. CORRESPONDENCE  
All correspondence is available for viewing from 6.45 pm

**Dates for future Meetings :- Annual Parish Meeting Monday 20<sup>th</sup> May at 7.30 pm**

*Please note change of dates :-*

**8<sup>th</sup> July Parish Council Meeting moved to Monday 1<sup>st</sup> July at 7.00 pm (due to Clerk's holiday)**

**9<sup>th</sup> September Parish Council Meeting moved to Monday 2<sup>nd</sup> September at 7.00 pm (due to Clerk's holiday)**