

UPPER ARLEY PARISH COUNCIL

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To Members of Upper Arley Parish Council

8th May 2019

You are duly summoned to attend the Annual Meeting of Upper Arley Parish Council to be held on Wednesday 15th May 2019 at Shatterford Village Hall commencing at 7.30 p.m.

AGENDA

- 1. Declaration of Acceptance of Office:** Elected members to sign the declaration of acceptance of office following the uncontested election on the 2nd May 2019.
- 2. Election of Chairman and signing of Declaration of Acceptance of Office.**
- 3. Election of Vice Chairman.**
- 4. Co-option of Vacancies:** Members are required to make a decision on co-option to fill the vacancies in Shatterford and Pound Green Wards.
- 5. Apologies:** To receive apologies and to approve reasons for absence.
- 6. Declarations of Interest:**
 - a) Register of interests: Councillors are reminded of the need to update their register of interests
 - b) To declare any Disclosable Pecuniary Interest in items on the agenda and their nature
 - c) To declare any Other Disclosable Interests in items on the agenda and their nature
 - d) Written requests for the council to grant a dispensation (S33 on the Localism Act 2011) are to be with the clerk at least four clear days prior to a meeting

Councillors 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.

The meeting will be adjourned for Public Question Time.

The time allowed 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 on the minutes as an aide memoire.

The meeting will be reconvened to conduct the items of business listed below: -

- 7. Dispensations:** To consider any requests to grant a dispensation for Agenda items.

8. Council's Scheme of Delegation: To appoint members to the following Committees

Staffing Committee – 3 Councillors
Finance Committee – 3 Councillors

To appoint Members to the following outside bodies

Worcestershire County Association of Local Councils and Parish Forum – 2 Councillors
Arley Memorial Hall Committee – 1 Councillor
Shatterford Village Hall Committee – 1 Councillor
Pound Green and Button Oak Community Hall – 1 Councillor

9. Community Policing: To receive a report from the Local Policing Team.

10. Dispensations: To consider any requests to grant a dispensation for Agenda items.

11. Minutes: To consider the approval of the minutes of the Parish Council meeting held on the 24th April 2019 at Shatterford Village Hall (enclosed).

12. District and County Council Matters: To receive any report from County or District Council Representatives.

13. Items Requiring Discussion/Decision:

- a. Severn Trent: Members are to receive any update from Severn Trent.
- b. Litter Bins and Planters for Village: Update on the installation of litter bins and planters.
- c. Vehicle Activated Signs: Update on the purchase of vehicle active signs.

14. Service Reports:

- a. Lengthsman Report: Contractor's time sheet circulated.
- b. Parish Paths: Any reports on Parish footpaths.

15. Highways Issues: Reports to be received from Members on any highway's issues including reports of road accidents.

16. Financial Report and Payment of Accounts.

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|---|------------|------|
| a. Bank Balances at 6 th May 2019 | | |
| Treasurers Account | £11,721.92 | |
| Business Instant Access Account | £28,962.58 | |
| CCLA Public Sector Deposit Fund | £25,187.35 | |
| b. To consider payments to be made as listed below: | | |
| A Preece – Salary | £410.45 | BACS |
| HMRC | £33.80 | BACS |
| Administration Expenses | £143.34 | BACS |
| c. To ratify the following payments: | | |
| Public Conveniences Cleaning 3.5.19 | £260.00 | BACS |

- d. Annual Financial Return: To sign the Annual Governance Statement for submission to the external auditors PKF Littlejohn.
- e. Annual Financial Return: To sign the Accounting Statement for submission to the external auditors PKF Littlejohn.

17. Planning and Development Control:

a. Planning Applications

None

b. Planning Decisions

19/3011/PNRES OAK TREE FARM POUND GREEN ARLEY BEWDLEY
Conversion of Agricultural Building to form residential dwelling (re-submission of 17/3033/PNRES). Withdrawn.

19/0122/FULL THE CLEES TRIMPLEY LANE SHATTERFORD BEWDLEY
Demolition and rebuilding of existing garden room with extended balcony above. Upgrading and new windows to elevations. Approved.

18. Correspondence for Information.

19. Clerk's Report.

20. Councillor's Reports and items for future agendas.

Councillors may use this opportunity to report minor matters of information not included elsewhere on the agenda and to raise items for future agendas.

21. Date of Next Meeting –7.30 p.m. Wednesday 26th June 2019 at Pound Green and Button Oak Community Hall.

Signed... 
Clerk to Upper Arley Parish Council

Dates for your Diary:

- 26th June 2019 – Parish Council Meeting – Pound Green and Button Oak Community Hall
- 24th July 2019 – Parish Council Meeting – Shatterford Village Hall
- 28th August 2019 – Parish Council Meeting – Arley Memorial Hall (if available)