

Abbots Morton Parish Council



Councillors are summoned to a meeting of Abbots Morton Parish Council on Thursday 25th May 2017 at 8PM in Abbots Morton Village Hall.
Press and public are cordially invited to attend

Agenda

1. **Election of a Chairman** and signing the Declaration of Acceptance of Office
2. **Apologies for absence:** To receive apologies and to approve reasons for absence
3. **Election of a Vice-Chairman**
4. **Declarations of Interest:** With reference to items on the agenda members are reminded of their responsibility to declare interests and to update their Register of Interests as required.
5. **Dispensations:** 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. Requests to be with the Clerk at least four clear days prior to a meeting.
6. **To consider and adopt the minutes of the Parish Council meeting on 23rd March 2017**
7. **Open Session:**
 1. **To receive reports from County Councillor, District Councillors and Police**
 2. **Public participation (10 minutes):** The meeting will be adjourned for Public Question Time. At the discretion of the Chairman members of the public will be invited to speak and/or question the Parish Council on issues relating to this agenda or raise issues for future consideration.
8. **Annual business as per Standing Orders:**
 1. Review of delegation arrangements to the Clerk (see standing orders)
 2. Review of the terms of reference for Staffing Committee and review members (Chairman and Vice-Chairman are ex-officio members)
 3. Review of terms of the Finance Group and review members (Chairman and Vice-Chairman are ex-officio members)
 4. Review and adoption of standing orders and financial regulations
 5. Review of inventory of assets and to appoint member to inspect assets and report to Council quarterly
 6. Review of risk register
 7. Review complaints procedure
 8. Review of representation on Wychavon CALC X 1
 9. Review of representation on Village Hall Committee X 2
9. **To consider a website for Abbots Morton Parish Council (utilising Transparency Funding)**
10. **Planning**
 1. **17/00861/LB - The Old Manor, Abbots Morton Road, Abbots Morton, WR7 4NA**
 2. **Update on Woodfield, Morton Speart**

Abbots Morton Parish Council



11. Finance:

1. Clerks salary and expenses £427.70
2. HMRC PAYE £72.40
3. Previous Clerk's salary £367.23
4. Village Hall hire £170.00
5. Defibrillator installation £160.00
6. To review insurance cover at £288.46
7. To review annual subscription to Worcestershire CALC at £90.81
8. To agree appointment of internal auditor
9. To consider and approve year end accounts

12. Councillors' reports and Items for the next agenda: Councillors may use this opportunity to report minor matters of information and to raise items for future agendas.

13. Date of the next meeting



David Hunter-Miller
Clerk and RFO
07513 122918
abbotsmortonpc@gmail.com
<http://e-services.worcestershire.gov.uk/myparish>