

SUCKLEY PARISH COUNCIL

Clerk: Mrs Diana Taylor – 9 – Lambourne Avenue – Malvern Link – Worcs WR14 1NL
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ANNUAL PARISH COUNCIL MEETING – 19th May 2014 AGENDA

1. Election of Chairman & signing of Acceptance of Office for Chairman
(currently Cllr A W Huband)
2. Apologies for absence
3. Election of Vice-Chairman
(currently Cllr J Green)
4. **Declarations of Interests**
 - (a) Cllrs are reminded of the need to complete/update their Register of Interests
 - (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.

5. 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.

6. The Chairman will invite members of the public present to make a short presentation to the Council.
 - (a) Report from County Councillor
 - (b) District Councillor(s) Report
 - (c) Facility for Lengthsman to report if required
 - (d) Facility for Footpaths Warden to report if required
 - (e) Local Police Report

The Chairman re-opens the Meeting

7. To review new Model Standing Orders (for adoption at July 2014 meeting)
8. To note the Code of Conduct (adopted June 2012)
9. To review the new NALC Financial Regulations (for adoption at July 2014 meeting)
10. To note the Council's Risk Assessment schedule (for review at July 2014 meeting)

11. To nominate Councillors as follows:-
 - (a) Councillor responsible for Planning:
Currently Cllr Mrs P Griffiths
 - (b) Council Representatives on Charities:
John Palmer Educational Foundation
Former Cllr Mrs R Harward
Suckley Charities
Currently Cllr A W Huband & Cllr P Whatley
Alfrick Educational Charity
Former Cllr Mrs R Harward
The Hill Trust
Vacancy
 - (c) Council Representatives on Playing Fields Committee:
Currently Cllr Mrs P Griffiths & Cllr J Green
Cllr Mrs C Luton
 - (d) Council Representatives on Worcs CALC Area Committee:
Currently Cllr A Grieve & Cllr B Kearley
 - (e) Councillors with Special Responsibilities:
Currently:-
Cllr A W Huband Police
Cllr A Grieve NHS
 - (g) Councillor to serve on Suckley School Board of Governors:
Currently Cllr Mrs L Devenish

12. Charity Accounts received by the Clerk to be perused

13. To approve and sign Minutes of the Parish Council Meeting held on 10th March 2014
To approve and sign Minutes of the Parish Council Planning Meeting held on 28th April 2014.

14. HIGHWAYS & BYWAYS
 - (a) Footpaths (any items **not** covered by Footpath Officer's Report)
 - (b) Lengthsman (any items **not** covered by Report from Lengthsman)
 - (i) Renewal of Lengthsman's Contract (*Clerk to Report – contract has been signed by the Lengthsman*)
 - (ii) Lengthsman Scheme Funding for 2014/15 - £2006.60 (*Clerk to report*)
 - (c) Replacement of domed metal cage at the bottom of Birchwood Lane (at the side of the water depth gauge) - (*Cllr J Green/Clerk to report*)
 - (d) Holloways Garden Centre – blocked ditch/road drains (new Ref 5765619) (*Advisory only*)
 - (e) Corner Cottage at The Knoll (*Clerk to report*)
 - (f) Drain outside the Batch, Suckley - Ref 5709836 (*ongoing – no time frame*)
 - (g) Drain Gulley opposite Crews Court (Ref 5709863) (*this will be done as & when*)
 - (h) Blocked drain outside Hurst Cottage at the top of Grove Hill (Worcs Hub Ref 5913873)
 - (i) Potholes in Birchwood Lane Ref 5803497. These now need refilling or preferably the road needs completely resurfacing.
 - (j) Blocked drain opposite Conference Cottage – Blackhouse Lane/Crews Hill (reported to the hub by the Lengthsman)

15. SPEEDING ISSUES

19. VAS camera upgrade (*Clerk to report*)
 CHARITY REPORTS
 (a) Report from the John Palmer Trust
 (b) Any other reports on meetings
20. COMMUNITY GROUP
 (a) Defibrillator/HeartStart (*Cllr A Lewis to report*)
 (b) First World War Centenary/Poppy Planting (*Clerk to report*)
21. FINANCE
 (a) Cheques for authorisation –
Gen Fund - Clerk's expenses March/April 2014 (to be advised);
 Lengthsman – March 2014 £99.00 (already paid but to be approved)
 Lengthsman April/May 2014 (to be advised); Clerk's April 2014 pay
 adjustment (to be advised); Marion Griffiths payroll services April 2013 –
 March 2014 £55.00; Worcs Calc subscription 2014/15 £261.41
Playing Fields - John Hicks - Play equipment inspection in Playing Fields &
 Report - £50.76.
 (b) Approval of Year End Accounts to 31st March 2014 – available for the meeting
Annual Audit Return for Accounts ending 31st March 2014
 (c) Approval of Section 1 – Accounting statement
 (d) Approval of Section 2 – Annual Governance statement
Discretionary Rate Relief 2014/15
 (e) Cross Keys Inn, Suckley – £129.54
 (f) Tan House, Longley Green, Suckley - £46.69
Grants/Donations
 (g) Suckley PCC – maintenance of graveyards £100
 (h) Suckley Playing Fields – Grant 2013/14 £600.00
22. PLAYING FIELD COMMITTEE
 (*Cllr C Luton/Cllr J Green to report*)
 (a) Annual Inspection – report from Mr J Hicks
23. RISK ASSESSMENT
 (a) Report on any negative inspections of Bus Shelters, Playground Equipment,
 Skateboard Facility, Sports Equipment, Trees in Quarry, Map Board
 (*Cllr J Green to report*)
24. PLANNING
 To note any refusals/permissions/Approvals (MHDC)
 (a) App Ref No: 14/00119/HOU
 Location: Riddings Farm, Longley Green, Suckley, Worcs WR6 5EF
 Applicant: Dr Paul Bradley
 Proposal: Erection of a 3.6m by 6.0m long single storey timber
 construction domestic tool shed/workshop.
 Planning Permission **Approved**
 (b) App Ref No: 14/00090/HOU
 Location: Park House, Suckley, Worcs WR6 5DJ
 Applicant: Mr & Mrs I Haynes
 Proposal: Two storey extension providing additional accommodation
 Planning Permission **Approved**
25. MINUTE BOOKS
 Parish Council Minute Books – after 1988 (*Clerk to report*)
26. SUCKLEY CHURCH
 (*Cllr A Lewis/Cllr L Devenish to report*)

- 27. SUCKLEY SCHOOL
 - (a) Cllr L Devenish to report (Board of Governors)
 - (b) Any other reports
- 27. ANNUAL PARISH MEETING – 27th May 2014
- 28. MATTERS FOR FUTURE AGENDA
- 29. CORRESPONDENCE
 - All correspondence is available for viewing from 6.45 pm

Date of next Parish Council Meeting – Monday 14th July 2014 at 7.00 pm