

**EASTHAM PARISH COUNCIL**  
**Paul Arnold (Chairman), Mike Adams, Stuart Ward,**  
**Joyce Horsfall, Jen Jones, Adrian Worsley, Ian Matravers**

**To Members of Eastham Parish Council**

You are summoned to attend **Eastham Parish Council Meeting** to be held at **7.30pm** on  
**TUESDAY 27<sup>th</sup> NOVEMBER 2018** at **Eastham Memorial Hall**

**Agenda**

1. **Apologies:** To receive apologies and to approve the reason for absence.
2. **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 Interests in items on the agenda and their nature.
  - c. To declare any Other Disclosable Interests in items on the agenda and their nature.
3. 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.  
**Dispensations** – To consider written requests from councillors for the council to grant a dispensation (S33 of the Localism Act 2011) – written requests to be with the clerk at least 4 clear days prior to a meeting.  
**Dispensations requested** – All Councillors for items 11 and 21 regarding Eastham Memorial Hall.
4. **The meeting will be adjourned for Public Question Time –**  
**ANYONE WISHING TO RECORD THE MEETING SHOULD INFORM THE CLERK BY 26th NOVEMBER, 5PM.**  
The time allocated 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 to the minutes as an aide memoir. **This part of the meeting is not for debating issues but can be used to raise concerns for the Parish Council to look into.**
5. **Minutes** - To consider adoption of the minutes of Parish Council Meeting held on 3<sup>rd</sup> October 2018 and Extraordinary Parish Council Meeting held on 12<sup>th</sup> November 2018 (attached).
6. **District/County Councillors reports** for information.
7. **Progress reports for Information:**
  - a. **Parish Path Warden**– update.
  - b. **Data Protection Law changes** – update.
8. **Reports on Meetings attended by Clerk or Councillor –**  
**WCC Conference 9<sup>th</sup> October, Clerks Training (finances) 26<sup>th</sup> October, CALC AGM 14<sup>th</sup> November**
9. **Finances:**
  - a. To consider payments to be made as on list presented at meeting.
  - b. To report receipts since last meeting.
  - c. **Bank Reconciliation** (circulated) – September/October 2018 to be viewed and signed.
  - d. **WW1 Celebrations** – To consider request for grant, details to be circulated at meeting.
  - e. **Eastham poppy crosses by Memorial Hall** – To consider contributing to the display.
  - f. **Budget September 2018** – to discuss.
10. **Planning:**
  - a. **Plans circulated since last meeting** – See item 16.
  - b. **Decisions received since last meeting** –  
**18/01228/HP – 1 Old School House, Highwood, Eastham, Tenbury Wells WR15 8PB – Proposed single storey rear extension. (retrospective).**

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- c. Plans to comment on at this meeting – None.
  - d. Update from MHDC regarding – 14/01640/PDU and 14/01127/FUL – Oaktrees Caravan, Highwood.
  - e. SWDP Consultation – to discuss.
- 11. Eastham Memorial Hall**
- a. Parish Council Working Party Meeting – 11<sup>th</sup> November 2018 – to report meeting to Parish Council, to agree notes.
  - b. Eastham Memorial Hall Subcommittee – to appoint two Cllrs to join the subcommittee.
  - c. To discuss any issues that may arise.
- 12. Risk Assessment** – to agree and sign.
- 13. Publication Scheme** – to review.
- 14. Road report:**
- a. Lengthsman – progress report.
  - b. Any problems to report.
  - c. Update on outstanding queries –
    - Eastham Bridge – dead trees – update.
    - New Road subsidence – update.
    - Grit bins and rock salt (circulated) – to discuss placing an order.
- 15. Correspondence for Information:** Training dates as circulated  
MHDC Photo competition  
WCC Library Review – open until 2<sup>nd</sup> February 2019.  
WCC Bus Services consultation – comments 22<sup>nd</sup> October  
Protect your Farm, Protect yourself event 22<sup>nd</sup> November  
Hereford and Worcester Radio – requesting local input for evening programme  
MHDC Great British Spring Clean – 22<sup>nd</sup> March to 23<sup>rd</sup> April 2019
- 16. Clerks report on Urgent Decisions since last meeting.**  
**Plans circulated by email**  
**18/01228/HP – 1 Old School House, Highwood, Eastham, Tenbury Wells WR15 8PB – Proposed single storey rear extension. (retrospective).**
- 17. Councillor's reports and items for the next agenda.**  
Each Councillor is requested to use this opportunity to report minor matters of information not included elsewhere on the agenda and to raise items for future agendas. Councillors are respectfully reminded that this is not an opportunity for debate or decision-making.
- 18. Date of next meeting: 21<sup>st</sup> JANUARY 2019 at 7.30pm**
- 19. Cllrs to agree to close meeting to the Public due to the confidential nature of the business to be discussed.**
- 20. Internal Auditor for 2018-19** – to discuss appointment.
- 21. Eastham Memorial Hall -**  
**To discuss any legal matters that may need urgent attention.**
- 22. Meeting Closed.**

Signed *Sue Burrows*  
Clerk Sue Burrows

Date 22<sup>nd</sup> November 2018