

Annual Parish Meeting

Grimley Parish Council

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Clerk: Mrs Lisa Stevens

9 The Limes

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Kempsey
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WR5 3LG

Friday 31st March 2017

Dear Councillor & Resident,

Notice is hereby given that **the Annual Parish Meeting** will be held on **Monday, 10th April 2017** at **7.00pm** in The Peace Hall, Sinton Green when the business set out in the agenda below will be transacted. Your attendance at the meeting is requested.

The press and public are cordially invited to attend this meeting

The Annual Parish or Town Meeting is not a 'normal' monthly parish council meeting. It is a meeting of the parish or town electors, organised by the Parish Council. Electors can contribute to the agenda and in practice these meetings often celebrate local activities and debate current issues in the community. It is an opportunity for parishioners on the Electoral Roll to raise any matters of concern to them that relates to their local community. It would be helpful to have written notice of any matters to be raised but it is not essential. Matters can be raised at the meeting without prior notice.

Notice is hereby given that a **Meeting of Grimley Parish Council** will be held on **Monday, 10th April 2017** immediately after the above meeting in The Peace Hall, Sinton Green when the business set out in the agenda below will be transacted. Your attendance at the meeting is requested. **The press and public are cordially invited to attend this meeting to observe proceedings.**

Yours faithfully, Lisa Stevens, Clerk & Responsible Financial Officer

Agenda

1	Nomination of Chair for this meeting only, welcome, introductions & apologies.
2	Minutes of previous meetings – Motion to approve previous minutes. a. Meeting of Grimley Parish Council 20 th March 2017 b. Annual Parish Meeting 26 th April <u>2016</u> c. To resign the minutes of 20 th February 2017 as the page numbers were missing.
3	To note the current vacancy for one Parish Cllr and to draw elector attention to the deadline for requests for an election: Midnight, Monday 24 April 2017.
4	Annual Report of the Parish Council and questions arising.
5	To receive the report of the County Cllr (3 mins max please, excluding questions)
6	To receive the report of the District Cllr (3 mins max please, excluding questions)
7	To receive the report of the Police Officer
8	To receive the report from Grimley & Holt C of E Primary School
9	To receive the report of the Parish Lengthsman
10	To receive the report from the Peace Hall Management Committee
11	To receive the report from the Tarmac Liaison Group
12	To receive the report from Grimley Smaller Charities

13	<p>Available for optional reports from:</p> <ul style="list-style-type: none"> i. Monkwood Green volunteers and management team; ii. Scouts and Guides; iii. Nora Parsons Day Centre; iv. Worcestershire Wildlife Trust; and v. Worcestershire Bird Watching. <p>(NB. Reports have been invited but are not customarily provided/expected. This year is the first time of formal asking).</p>
14	<p>Open Forum - To invite the public to raise any matters of interest.</p> <p>Topics already put forward by residents for discussion:</p> <ul style="list-style-type: none"> a) Damage to verge on Walton Lane by vehicles entering the business park. b) Maintaining and repairing the private service roads on the Common. c) Improved signage for the Common and the private drives on the Common. d) To accept comments and debate on the future of Monkwood Green Common and SSSI, where not already discussed. e) Speeding on Monkwood Green
15	<p>Chair to <u>close</u> Annual Parish Meeting and Chair of Parish Council to <u>open</u> Meeting of Grimley Parish Council</p>

Agenda - Meeting of Grimley Parish Council

The press and public are invited to attend this meeting to observe proceedings.

1.	Declarations of interest.
2.	<p>General Finance</p> <ul style="list-style-type: none"> a. To consider & motion to approve the payment of Parish Council accounts. b. A Statement on the Parish Council financial accounts for Year ending 31 Mar 17. c. To note that the deadline for completing the Grant Thornton external audit Annual Return is 23rd June 2017. d. To receive and motion to accept the following: <ul style="list-style-type: none"> i. end of year (2016/17) financial report ii. accept the final monthly bank reconciliations for 2016/17. (up to 17 March, sheet 90, from original bank statement) (up to 31 March, partial sheet 91 obtained from internet banking). e. To nominate additional signatories for the bank account.
3.	<p>Planning – to consider, comment and resolve to respond to the following planning applications</p> <ul style="list-style-type: none"> i. Application Number : 17/00134/HP Location: The Fold South, C2256 Sinton Green, Sinton Green, HALLOW, WR2 6NP. Description of Proposal: Erection of single-storey rear extension to provide 2 bedrooms. Applicant : Mr Jon Bowdige ii. Application Number : 17/00496/HP Location: Thornton, Grimley, Worcester, WR2 6LU Description of Proposal: Proposed Granny flat. Applicant : Mr Andrew Jeffery iii. Application Number : 17/00487/HP Location: The Gables, Grimley, Worcester, WR2 6LU Description of Proposal: Single storey rear extension and detached garage/home office building.

iv	<p>Applicant : Mr C Embleton PLANNING INSPECTORATE REF:- APP/J1860/W/17/3168475 Appeal Start Date 17 March 2017 Appellant(s) Name Mr Peter Norris Proposal: Demolition of existing outbuildings and erection of two storey dwelling Site at: Moseley House, Moseley Road, Hallow, Worcestershire, WR2 6NL</p>
4.	<p>General parish items – To receive and discuss updates and formulate Motions not requiring written notice.</p> <p>i. Grass cuttings dumped in hedges in Grimley village.</p> <p>ii. Bin re-siting Grimley Village</p> <p>iii. Approval to get historical minutes dating back to 1982 properly bound. Motion to accept quotation from Leslie Stallard The Binding Place for A4 hardback bindings at £175 (£25.00 approx per copy x 7 books, with 10% discount). Two other quotes came in a £140 and £75 more expensive. Motion to allow a threshold of £200 for this item, to allow for unforeseen issues, such as varying paper thickness and the general poor condition of the minutes (mildew, punch-holes, staples etc).</p>
5.	<p>Correspondence</p> <p>1) Society of Local Council Clerks – Offer of annual membership for £93. Provides mentoring, advice, training and news.</p> <p>2) Countryside voice (CPRE magazine Spring 2017)</p>
6.	<p>Any other business and Close of meeting</p>
	<p>Dates of Next Scheduled Meetings.</p> <p>22nd May 7.15pm - Annual Meeting of Grimley Parish Council NB. The above is an annual meeting of Parish Cllrs, where appointments for the following take place: chairman, vice-chairman, committee members and representatives to other bodies. The public may not speak at this meeting, though they are cordially invited to attend to observe proceedings. (Standing orders states "In a year which is not an (parish) election year, the annual meeting of a council shall be held on such day in May as the council may direct at 7.15pm".)</p> <p>22nd May 7.30pm - Meeting of Grimley Parish Council NB. The above is the normal monthly Parish Council meeting The press and public are cordially invited to attend these meetings.</p>

Appendix 1: Items for payment.

Parish Magazine Printing	Monkwood Green Future Consultation leaflets Invoice 1910. Our ref: GPC201649	£45.00	VAT nil
SME Solicitors	Review of deeds of grant and advice ref Monkwood Service road repairs/maintenance Invoice 170455. Our ref: GPC201647	£564.00	VAT £92.50
Worcestershire County Council	Grimley approach road half share of cost for purchase and installation. Invoice: (quotation): 148653. Our ref: GPC201737. Full invoice amount is for £509.90 (£611.88 including VAT) Remainder to be paid by WCC. <i>This payment was not included on original published agenda, but was included on the republished version dated 05/04/2017.</i>	£254.95	No VAT to include. NB.VAT to be paid by WCC
Lisa Stevens	Clerk wages [March] (£350.08)	£340.08	£10.00 income tax
Lisa Stevens	1 month general expenses £50.66 (recalculated and reduced).	£50.66	£2.33
Lisa Stevens	Ink cartridges HP Inkjet printer black & colour inks. Estimated 8 months worth of ink.	£85.99	£14.33