

# Annual Parish Meeting

## Grimley Parish Council

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Clerk: Mrs Lisa Stevens

9 The Limes

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Kempsey  
Worcester  
WR5 3LG

Monday 16<sup>th</sup> April 2018

Dear Councillor & Resident,

Notice is hereby given that **the Annual Parish Meeting** will be held on **Monday, 23<sup>rd</sup> April 2018** at **7.15pm** 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, 23<sup>rd</sup> April 2018** 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	<b>Minutes of previous meetings</b> – Motion to approve previous minutes. a. Meeting of Grimley Parish Council 19 <sup>th</sup> March 2018 b. Annual Parish Meeting 10 <sup>th</sup> April 2017
3	Current vacancy for one Parish Cllr - nil electors requested that this vacancy be filled via election. Consequently, procedures for co-opting will take place shortly.
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 emailed report of the Police Officer – previously distributed.
8	To receive emailed report from Grimley & Holt C of E Primary School
9	To receive emailed report of the Parish Lengthsman – report received at March 2018 meeting.
10	To receive the report from the Peace Hall Management Committee
11	To receive emailed report from the Tarmac Liaison Group
12	To receive the report from Grimley Smaller Charities
13	Available for reports from: i. Monkwood Green volunteers and community management team; ii. Footprint – ref Monkwood Green Common feasibility study iii. Scouts and Guides; iv. Nora Parsons Day Centre; and v. Worcestershire Wildlife Trust.

14	<p><b>Open Forum - To invite the public to raise any matters of interest.</b></p> <p>Topics already put forward by residents for discussion:</p> <ul style="list-style-type: none"> <li>a) Maintaining and repairing the private service roads on the Common.</li> <li>b) Play equipment for Sinton Green village green.</li> <li>c) Smart water.</li> </ul>
15	Chair to <u>close</u> Annual Parish Meeting and Chair of Parish Council to <u>open</u> Meeting of Grimley Parish Council

### Agenda - Meeting of Grimley Parish Council

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

1.	<b>Declarations of interest.</b>
2.	<p><b>General Finance</b></p> <ul style="list-style-type: none"> <li>a. To consider &amp; motion to approve the payment of Parish Council accounts.</li> <li>b. A Statement on the Parish Council financial accounts for Year ending 31 Mar 18.</li> <li>c. To note that the deadline for completing the PKF Littlejohn external audit Annual Return is 11<sup>th</sup> June 2018.</li> <li>d. To receive and motion to accept the following: <ul style="list-style-type: none"> <li>i. end of year (2017/18) financial report</li> <li>ii. accept the final monthly bank reconciliations for 2017/18.</li> </ul> </li> <li>e. To progress with additional signatories for the bank account.</li> </ul>
	<p><b>Planning</b> - to consider, comment and resolve to respond to the following applications.</p> <ul style="list-style-type: none"> <li>a. 18/00448/FUL Holywards Farm, Moseley Road, Hallow – public footpath passing property.</li> </ul>
	<p><b>Dates of Next Scheduled Meetings.</b></p> <p><b>21<sup>st</sup> May 7.15pm - Annual Meeting of Grimley Parish Council</b>  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><b>21<sup>st</sup> May 7.30pm - Meeting of Grimley Parish Council</b>  NB. The above is the normal monthly Parish Council meeting</p> <p>The press and public are cordially invited to attend these meetings.</p>

### Appendix 1: Items for payment.

Simon Skeys	Lengthsman payment for Feb & March 2018. (Reimbursement money has already been received from WCC)	£707.25	Vat nil
Simon Skeys	New Inn vegetation cut back and clear visibility splay. (Note: Cllrs initially accepted quotation for £80) Invoice no: 20. GPC201739.	£100.00	VAT nil
Simon Skeys	Sinton Green & Monkwood Green installation of bollards. Invoice no: 23. GPC201738.	£87.50	VAT nil
Worcestershire CALC	Cllr Training Discounted x9. Invoice: 7288. GPC201733	£174.00	£29.00 VAT
Lisa Stevens	Clerk wages [March]	£365.44	VAT nil
Lisa Stevens	Expenses. GPC201703. Including new battery operated trimmer Monkwood Green.	£210.83	VAT nil
Lisa Stevens	Monkwood Green additional hours. Natural England Higher Tier bid process.	£91.36	VAT nil