

THE ANNUAL MEETING OF THE SHELSLEYS PARISH COUNCIL

May 14th 2024

Clerk: Mrs. J E Speyer Barrel Heald Farm, Shelsley Beauchamp 01886 812444

AGENDA

Ask David Chambers to attend

To the members of The Shelsleys Parish Council. You are duly summoned to attend The Shelsleys Parish Council meeting to be held on Tuesday May 14th 2024 following the Annual Parish Meeting at 7.00pm in the Village Hall.

1 **Election of Chairman:**

To elect the Chairman and for the Chairman to sign the **Declaration of Office.**

2 **Apologies:** To consider the acceptance of apologies for absence from Councillors and to remind Councillors of their commitment to the Parish Council.

3 **Election of Vice Chairman.**

To elect a Vice Chairman.

4 **Declaration of Interest:**

Register of Interests.

1. Register of Interests: Councillors are reminded of the need to update their register of interests.

2. To declare any Disclosable Pecuniary Interests in items on the agenda and their nature.

3. To declare any other Disclosable Interests in items on the agenda and their nature. Councillors who have declared a Disclosable Pecuniary Interest, or another 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.

The meeting will be adjourned for **Public Question Time**

The time allocated is at the discretion of the Council/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 memoire.

5 **To note the Code of Conduct:** To remind members of the obligations of the Code of Conduct.

6 **To consider the Council's Scheme of Delegation:**

Planning: Finance: Any other delegations deemed necessary.

7 **To review Council's Financial Regulations, Risk Assessment and Insurance.**

Financial Regulations: The new Financial Regulations 2024 will be circulated with a view to adopt at the next meeting.

Insurance Renewal. To discuss adequate cover and renew the policy in the same terms.

Risk Assessment.

To review bank signatories and to remind councillors SAVED PIN and password facilities must not be used.

- 8 **To appoint individual offices including:**
Shelsley Walsh Hill Climb liaison Councillor, Tree Warden, Footpaths Warden, and representative on the VHMC and any other appointments deemed necessary.
- 9 **To nominate the next two Councillors to attend the Worcestershire CALC Area Meetings.**
- 10 **Minutes:**
To approve the minutes of the ordinary meeting held on March 12th 2024.
- 11 **District and County Councillors' Reports:**
To receive information
- 12 **Midland Automobile Club:** To receive information from & to report information to.
Footpath closures.
- 13 **Lengthsman:**
To receive report and to inspect worksheets.
To report the contract and funding with WCC 2024-2025
Rob Wilks Annual Contract with the Parish Council.
- 14 **Highways and Footpaths:**
To report, update and receive responses from Highways Control.
Temporary footpath closure Ladywood footbridge damage.
Culvert and drainage issues.
Road closure Camp Lane to repair damage (Severn Trent). Commencing June 4th
Road closure Hillside Shelsley Beauchamp (Fetterlocks) Commencing May 21st
- 15 **Progress Reports:**
To receive any relevant information regarding the following.
Broadband.
Roadside speed signage.
- 16 **Urgent Decisions:**
To report any urgent decisions since the last meeting.
Printer/scanner purchase for the Parish Council.
- 17 **To adopt the Biodiversity Policy:**
- 18 **End of Year Accounts 2023 2024:**
To consider accepting end of year accounts (attached or previously circulated).
- 19 **Audit:**
To complete exemption certificate.
- 20 **Audit:**
To complete Section 1 of the Annual Audit.
- 21 **Audit:**
To complete Section 2 of the Annual Audit.

22 **Finance:**

To consider the following payments.

CALC subscription.	£309.22
Clerk expenses.	£174.92
Insurance Policy	£395.00
Lengthsman	£192.00
	£1071.14

Parish Hall Business Rates (in the name of the Trustees) = Nil

23 **Planning:**

To consider any outstanding applications received.

To report on Malvern Hills District Council planning decisions.

M/23/00572/HP Manor Barn Shelsley Beauchamp. Approved.

24 **Correspondence for Information and Circulation:**

All other correspondence for information delivered via email has been circulated.

Councillors to discuss as appropriate.

25 **Village Hall Management Committee:** To remind the VHMC to produce accounts following their AGM. Date of the AGM to be announced.

26 **CALC:**

To consider attendance at forthcoming training events (previously emailed) and information received.

27 **Councillors' reports and items for future 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.

28 **Date of next meeting:**

To confirm the date of the next meeting, scheduled for July 9th to be confirmed.

Jan Speyer

Jan Speyer Clerk to The Shelsleys Parish Council

May 7th 2024