

THE ANNUAL MEETING OF THE SHELSLEYS PARISH COUNCIL
May 15th 2012

Clerk: Mrs. J E Speyer Barrel Heald Farm, Shelsley Beauchamp 01886 812420

AGENDA

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 15th 2012 at 7.00pm in the Village Hall.

- 1 **Election:** To elect the Chairman and to sign **Declaration of Office.**
- 2 **Apologies:** To consider the acceptance of apologies for absence from Councillors.
- 3 **Election of Vice Chairman.**
- 4 **Declaration of Interest:**
 1. Register of Interests: Councillors are reminded of the need to update their register of interests.
 2. To declare any Personal Interests in items on the agenda and their nature.
 3. To declare any Prejudicial Interests in items on the agenda (Councillors with prejudicial interests must leave the room for the relevant items).

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:** To consider and to appoint members to Clerk's Finance Support Group and Staffing Committee.
- 7 **To review Council's Financial Regulations, Risk Assessment and Insurance.** Insurance Renewal. To discuss adequate cover and to decide on long term agreement. Premium £277.55 (£265 per annum if 3 year period chosen.)
- 8 **To appoint individual offices including:** Village Hall Committee representative, Tree Warden, Parish Footpaths Warden and any other offices deemed appropriate.
- 9 **To nominate two Councillors to attend the Worcestershire CALC Area Meetings.**
- 10 **Minutes:** To approve the minutes of the meeting held on March 13th 2012.
- 11 **District and County Councillors' Reports** for information purposes.
- 12 **Village Hall:** To receive report on AGM held May 2012.

- 13 **Lengthsman:** To receive report and to inspect worksheets.
Lengthsman Contract with WCC, payment is £2365.20 for the current year.
Rob Wilks Annual Contract with the Parish Council.
- 14 **Highways:** To report, update and receive responses from Highways Control.
Grit Bins to discuss.
- 15 **Urgent Decisions:**
Urgent decision. 12/00319/HOU Extension at Walcroft Farm recommended approval.
12/00298/FUL Lower House Farm. Construction of Tennis Court. Recommended approval.
12/00455/LBC Lower House Farm alterations to Hop Barn. Recommended approval.
- 16 **Jubilee:** To discuss funding for Parish events.
- 17 **End of Year Accounts:** To consider accepting end of year accounts (attached or previously circulated).
- 18 **Audit:** To complete audit sections 1 and 2. The Audit date is July 16th 2012
- 19 **Finance:** To consider the following payments.
Came and Co Insurance £277.55 or £265.00
Lengthsman invoice for March 2012 £192.00 and April 2012
CALC invoice for £10 Clerks Gathering.
Green grit bin invoice (void).
WCC invoice for salt £210.00
CALC subscription £173.59
To complete cheques for the annual donations previously agreed.
PCC of the Shelsleys £600.00
Teme Triangle £200.00
Nora Parsons Day Centre £50.00
To agree contribution for Village Hall electricity.
Monies received
Precept £2250.00
WCC lengthsman remittance £740.00 (lengthsman reimbursement Jan, Feb and March).
Current Bank Balance as at 14th May 2012
Bank of Ireland notice of changes to deposit protection arrangements.
- 20 **Planning:** To consider 12/00476/FUL The Green change of use redundant store to B1/B8
Annual Planning Training Programme
To consider any other outstanding applications received.
To report Malvern Hills District Council decisions. Walcroft Farm, approved.
- 21 **Broadband:** Update following Annual Parish Meeting.
- 22 **Think Local:** To discuss WCC document.

- 23 **Correspondence for Information and Circulation.**
Worcestershire Housing Enabler
Worcestershire Waste Core Strategy consultation 5th April to 21st May
www.worcestershire.gov.uk/wcs
Teme Valley Community Transport
Think Local WCC consultation, responses by June 8th 2012
Waste core strategy letter dated 20th April
Compost bins.
Clerks and Councils Direct.
- 24 **CALC:** To consider attendance at forthcoming training events and information received. To comment on the Worcestershire Mail.
- 25 **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.
- 26 **Date of next meeting:** To confirm the date of the next meeting, scheduled for July 17th 2012 at 7pm in the Village Hall.

Jan Speyer Clerk to The Shelsleys Parish Council May 7th 2012