

THE ANNUAL MEETING OF THE SHELSLEYS PARISH COUNCIL
May 7th 2013

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 7th 2013 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 £265 per annum.

8 **To appoint individual offices including:**

Village Hall Committee representative and Tree Warden.

9 **To nominate two Councillors to attend the Worcestershire CALC Area Meetings.**

10 **Minutes:** To approve the minutes of the meeting held on March 12th 2013

11 **District and County Councillors' Reports** for information purposes.

12 **Village Hall:** To receive any relevant reports.

13 **Lengthsman:** To receive report and to inspect worksheets.

Lengthsman Contract with WCC, payment is £2365.20 for 2013 2014
Rob Wilks Annual Contract with the Parish Council.

14 **Highways:** To report, update and receive responses from Highways Control.

Grit Bins and road surfacing at Cheltry bend to discuss.

Speeding at Stanford Bridge.

Jetter, to discuss.

15 **Urgent Decisions:** To report any urgent decisions since the last meeting.

- 16 **Neighbourhood Planning:** To receive report.
- 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 15th 2013
- 19 **Finance:** To consider the following payments.
Came and Co Insurance £265.00
Clerk's expenses.
Lengthsman invoice.
CALC subscription £181.78
To complete cheques for the annual donations previously agreed.
PCC of the Shelsleys £600.00
Teme Triangle £200.00
Nora Parsons Day Centre £125.00
Village Hall electricity £50
Martley Mesh £100
Shelsley Water Mill Society £100
Monies received
Precept £2500.00. WCC lengthsman remittance £480 (lengthsman reimbursement).
Bank Balance as at 6th May 2013
- 20 **Planning:**
Annual Training Programme Planning and Housing revised dates circulated by email
To consider any other outstanding applications received.
To report Malvern Hills District Council decisions.
MHDC decisions. 13/00074/HOU Forge Mill, Shelsley Walsh. Approved.
13/002321/HEX Redhill, Shelsley Beauchamp. Approved.
- 21 **Broadband and IT:** To discuss the appointment of an IT consultant.
- 22 **Correspondence for Information and Circulation.**
Clerks and Councils Direct.
Western Power Distribution.
All other correspondence for information delivered via email has been circulated.
- 23 **CALC:** To consider attendance at forthcoming training events and information received.
To complete the CALC survey.
Executive Officer's report, previously emailed.
- 24 **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.
- 25 **Date of next meeting:** To confirm the date of the next meeting, scheduled for July 9th 2013 at 7pm in the Village Hall.

Jan Speyer Clerk to The Shelsleys Parish Council April 28th 2013