

**To Members of Mamble Parish Council**  
**You are duly required to attend the next meeting of Mamble Parish Council to be held at**  
**7.00pm on Thursday 6<sup>th</sup> June 2019 at Mamble Village Hall.**

**Democratic 15 mins/Public Question Time:** From 7.00pm 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, before the start of the meeting at 7.15pm. Members of the public may not take part in the Parish Council meeting itself.

**Agenda**

1. **Apologies:** To receive apologies and to approve the reason for absence.
2. **Declarations of Interest:**
  - Register of Interests: Councillors are reminded of the need to update their register of interests.
  - To declare any Personal Interests in items on the agenda and their nature.
  - To declare any Prejudicial Interests in items on the agenda and their nature. (Councillors with prejudicial Interests must leave the room for the relevant items)
3. **Minutes:** To consider the adoption of the minutes of the Annual Meeting of the Parish Council held on the 09/05/19.
4. **Progress reports:**
  - 4.1 Blocked drains.
  - 4.2 Bollard by Village entrance.
  - 4.3 Village signs
  - 4.4 Parish Website
5. **Items for Discussion:**
  - 5.1 Annual Risk Assessment review and Lengthsman's Risk Assessment 2019/2020.
  - 5.2 To note the standing orders and financial regulations and to consider reviewing them.
6. **Correspondence Received:**
  - 6.1 MHDC Planning & CALC Councillor training dates.
  - 6.2 MHDC Community Led Housing – call for information.
  - 6.3 Worcestershire Minerals Local Plan: Fourth stage consultation letter.
  - 6.4 BHIB Insurance Brokers – Insurance renewal pack and certificates of public, products and employers liability.
  - 6.5 Parish Paths Partnership P3 Scheme - copy of signed agreement and WCC purchase order number.
7. **Finance:**
  - 7.1 To approve the Annual Accounts 2018/2019 and note the annual internal audit report from Mr R Simpson.
  - 7.2 To approve, complete and sign the Annual Return, now known as the Annual Governance and Accountability Return (AGAR) for 2018/2019 in the order as follows;
    - 7.2.1 To consider, approve and sign the Annual Governance Statement 2018/19
    - 7.2.2 To consider, approve and sign the Accounting Statements for 2018/19
    - 7.2.3 To complete and sign the AGAR Part 2 Exemption Certificate and contact details form for PKF Littlejohn LLP.
  - 7.3 To agree and approve the Notice of Date of Commencement of Period for the Exercise of Public Rights.
  - 7.4: Bank Statements
  - 7.5: Receipts: Worcestershire County Council Lengthsman's Payment £1086.53
  - 7.6: Payments - to consider the following payments for:

7.6.1: Mr C Bunn (Lengthsman May 2019)	£192.00
7.6.2: Mr C Bunn (Lengthsman P3 Scheme work)	£220.50
7.6.3: Mrs A Watson (Clerk Salary & Expenses 06/05-05/06/19)	£240.00
8. **Malvern Hills District Council Planning Notifications:**

19/00025/HP: Applicant: Mr & Mrs Douglass, Old Orchard House, Frith Common, Eardiston. WR15 8JX  
Proposal: Erection of two storey side extension and proposed porch with first floor balcony above. **Refusal.**
9. **Councillors' and Clerk's reports and items for future agenda.**
  - 9.1 Clerk's annual review.
10. **Date of next meeting:**

To confirm the date of the next meeting as Thursday 4th July 2019.

Signed: *Anne E Watson*  
Clerk to Mamble Parish Council  
31<sup>st</sup> May 2019

Councillors  
Councillor J Pepper – Chairman  
Councillor R Jones, Councillor S Finney, Councillor S Rawlins, Councillor C Bunn