

# SUCKLEY PARISH COUNCIL

Clerk: Mrs Diana Taylor – 9 – Lambourne Avenue – Malvern Link – Worcs WR14 1NL  
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2<sup>nd</sup> May 2022

The Annual Meeting of the Parish Council will be held on Monday 9<sup>th</sup> May at **7.00 pm** in Suckley Village Hall. All papers relevant to the meeting will be e-mailed to Cllrs prior to the meeting. *Please note: Hand sanitiser/disposable masks will be available (wearing of masks optional). Masks to be removed when speaking. Cllrs attending the meeting must bring their own paperwork.*

Yours sincerely

Diana Taylor

**DIANA TAYLOR (Mrs)**  
**Clerk to Suckley Parish Council**

## PARISH COUNCIL ANNUAL MEETING – 9<sup>th</sup> May 2022 NOTICE & AGENDA

1. Election of Chairman & signing of Acceptance of Office for Chairman  
*(currently Cllr R Hill)*
2. Apologies for Absence
3. Election of Vice-Chairman – (vacancy)
4. **Declarations of Interests**
  - (a) Cllrs are reminded of the need to complete/update their Register of Interests form.
  - (b) To declare any Disclosable Pecuniary Interests in items on the Agenda and their nature.
  - (c) To declare any Other Disclosable Interests in items on the Agenda and their nature.

**Councillors who have declared a Disclosable Pecuniary Interest, or any Other Disclosable Interest which falls within the terms of para 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.**

5. To consider Written Requests from Councillors to Grant a Dispensation (S33 of the Localism Act 2011) relating to items on the Agenda.

**The Meeting will be adjourned for Public Question Time/Participation. (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 are reminded that by doing this, the matters for discussion may be included in public Minutes, and should give their consent to this prior to any discussion. The Chairman will give members of the public the chance**

to withdraw from the meeting if they so wish. **Members of the public may not take part in the Parish Council Meeting itself.**

6. The Chairman will invite members of the public present to make a short presentation to the Council.
  - (a) Public presentation(s) (including planning applications representatives)  
**Planning** (if on Agenda) :-
    - (1) The Council Chairman will ask the applicant/s or their representatives (if present) to put forward any points he/she wishes to make regarding their application
    - (2) Other parishioners are then invited to put forward their comments
    - (3) The applicant/representative then has the opportunity to respond to any points raised if he/she wishes to do so
  - (b) Report from County Councillor – Karen Hanks
  - (c) Report from District Councillor
  - (d) Lengthsman Report (*Clerk*)
  - (e) Footpaths Report (*Mrs Helen Philpotts*)
  - (f) Local Police Report (*Cllr R Hooper*)

**The Chairman re-opens the Meeting**

7. To note Model Standing Orders (adopted September 2018)
8. To note (MHDC) Code of Conduct (adopted July 2020)
9. To note and/or review the Council's Financial Regulations (adopted September 2016)
10. To note and/or review the Council's Risk Assessment schedule
  
11. To nominate Councillors as follows:-
  - (a) Councillor responsible for Planning:-  
*Currently Cllr P Griffiths*
  - (b) Council Representatives on Charities:-  
John Palmer Educational Foundation  
*Currently Cllr L Devenish & Cllr A Lewis*  
Suckley Charities  
*Currently Cllr P Whatley & Cllr P Griffiths*  
Alfrick Educational Charity  
*Currently Cllr L Devenish & Cllr A Lewis*
  - (c) The Hill Trust  
*Currently - Cllr R Hill & Cllr C Luton*
  - (d) Council Representatives on Playing Fields Committee:  
*Currently Cllr C Luton & Cllr P Griffiths*
  - (e) Council Representatives on Worcs CALC Area Committee:  
*Currently Cllr R Hill*
  - (f) Councillors with Special Responsibilities:  
*Currently:-*  

<i>Cllr R Hooper</i>	<i>Police</i>
<i>Cllr A Lewis</i>	<i>NHS</i>
  
12. Charity Accounts received by the Clerk – Alfrick Educational Charity; Suckley Charities; The Hill Trust. Accounts yet to be received - Brookes Memorial Fund – Accounts not available until after 19<sup>th</sup> May 2022 meeting; John Palmer Trust.

13. To approve and sign Minutes of the Parish Council Meeting held on 11<sup>th</sup> April 2022.
14. HIGHWAYS & BYWAYS (update to be attached)
15. VAS/SPEEDING ISSUES  
No stats yet available
16. CHARITY REPORTS - (to consider any further reports received)
17. COUNCILLOR VACANCY (Clerk to Report)
18. COMMUNITY
  - (a) Queen's Platinum (70 years) Jubilee – 2<sup>nd</sup> – 5<sup>th</sup> June 2022 (Chairman/Clerk to report) - Suckley School Jubilee Tea Party
  - (b) Suckley Post Office & Shop (Chairman/Cllr P Whatley to report)
  - (c) Parish Council website (Clerk/Cllr P Whatley to report)
  - (d) Parish Map (Clerk to report)
  - (e) Parish Council Notice Board (Chairman/Clerk to report)
  - (f) Future Projects
19. FINANCE
  - (a) The following cheques to be approved at this meeting:-  
**Gen Fund** – D W Taylor – Clerks Expenses - April 2022 (to be advised)  
D W Taylor – Clerk's salary adjustment for April 2022  
R Wilks – Lengthsman – April 2022 (to be advised); The Hill Trust – hall hire 2021/22
  - (b) **Playing Field** – D Reynold (DJR Farm Services) – topping Playing Field
  - (c) **Grants/Donations**
  - (d) Suckley PCC – maintenance of graveyards (2022/23)
  - (e) Suckley Playing Fields – Grant 2022/23
  - (f) BFG (SPACE) Donation for BFG event 2022 -
  - (g) Consider and Approve Year End Accounts to 31<sup>st</sup> March 2022 – internally audited (these to be signed & dated by the Clerk & Chairman)
20.
  - (a) **APPROVAL OF ANNUAL AUDIT for Accounts to 31<sup>st</sup> March 2022** – (as an **“Exempt” Authority**) statement of exemption certificate to be signed by the Clerk & Chairman
  - (b) **ANNUAL AUDIT RETURN 2020/22 – Approval of Section 1 – Annual Governance Statement** (to be signed by Clerk & Chairman)
  - (c) **ANNUAL AUDIT RETURN 2020/22 – Approval of Section 2 – Accounting Statement** (to be signed by Clerk & Chairman)

21. PLANNING - MHDC  
**For information:-**  
(a) App No: 21/02083/CLE  
Location: Land at OS 7231,5018 – Suckley  
Proposal: Certificate of lawfulness for the existing use for storage & distribution of tiles & sundries in connection with wall & floor tile supply & installation business.  
MHDC Planning has **REFUSED** this application
22. PLAYING FIELD COMMITTEE  
(Cllr C Luton to report)
23. DEFIB FACILITIES – SUCKLEY  
(Cllr A Lewis to report)
24. RISK ASSESSMENT – (Cllr R Hill/Cllr C Luton to report)  
(a) Report on any negative inspections of Bus Shelters, Playground Equipment, Skateboard Facility, Sports Equipment, Trees in Quarry, Map Board
25. SUCKLEY CHURCH –  
(Cllr A Lewis/Cllr L Devenish to report)
26. SUCKLEY SCHOOL  
(Cllr L Devenish to report)
27. MATTERS FOR FUTURE AGENDA  
**Annual Parish Meeting – Monday 16<sup>TH</sup> May at 7.30 pm in Suckley Village Hall**

**Date for next Meeting:- Monday 11<sup>th</sup> July 2022 at 7.00 pm in Suckley Village Hall (date & location may have to be revised)**