

**SUCKLEY PARISH COUNCIL**  
**ANNUAL PARISH COUNCIL MEETING – 13th May 2013**  
**AGENDA**

1. Election of Chairman & signing of Acceptance of Office for Chairman  
*(currently Cllr A W Huband)*
2. Apologies for absence
3. Election of Vice-Chairman  
*(currently Cllr J Green)*
4. **Declarations of Interests**
  - (a) **Cllrs are reminded of the need to complete/update their Register of Interests**
  - (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.**

6. The Chairman will invite members of the public present to make a short presentation to the Council.
  - (a) Report from County Councillor
  - (b) District Councillor(s) Report
  - (c) Facility for Lengthsman to report if required
  - (d) Facility for Footpaths Warden to report if required
  - (e) Local Police Report

**The Chairman re-opens the Meeting**

6. To note amended Model Standing Orders (adopted June 2012)
7. To note the New Code of Conduct (adopted June 2012)
8. To note the Council's Financial Regulations (adopted September 2011)
9. To note the Council's Risk Assessment schedule (for review at July 2013 meeting)
10. Annual Insurance review
11. To nominate Councillors as follows:-
  - (a) Councillor responsible for Planning:  
*Currently Cllr Mrs P Griffiths*
  - (b) Council Representatives on Charities:  
John Palmer Educational Foundation

*Former Cllr Mrs R Harward*

Suckley Charities

*Currently Cllr A W Huband & Cllr P Whatley*

Alfrick Educational Charity

*Former Cllr Mrs R Harward*

The Hill Trust

Vacancy

- (c) Council Representatives on Playing Fields Committee:  
*Currently Cllr Mrs P Griffiths & Cllr J Green*  
*Cllr Mrs C Luton*
  - (d) Council Representatives on Worcs CALC Area Committee:  
*Currently Cllr A Grieve & Cllr B Kearley*
  - (e) Council Representative to Joint Cllrs Area Forum:  
*Currently Cllr A W Huband*
  - (f) Councillors with Special Responsibilities:  
*Currently:-*  

<i>Cllr A W Huband</i>	<i>Police</i>
<i>Cllr A Grieve</i>	<i>NHS</i>
  - (g) Councillor to serve on Suckley Primary School Board of Governors:  
*Currently Cllr Mrs L Devenish*
12. Charity Accounts received by the Clerk to be perused
13. To approve and sign Minutes of the Parish Council Meeting held on 11<sup>th</sup> March 2013  
To approve and sign Minutes of the Special Parish Council Meeting held on 29<sup>th</sup> April 2013.
14. HIGHWAYS & BYWAYS
- (a) Footpaths (any items **not** covered by Footpath Officer's Report)
  - (b) Lengthsman (any items **not** covered by Report from Lengthsman)
    - (i) Renewal of Lengthsman's Contract (*Clerk to Report – contract has been signed by the Lengthsman*)
    - (ii) Lengthsman Scheme Funding for 2013/14 (*Clerk to report*)
  - (c) Replacement of domed metal cage at the bottom of Birchwood Lane (at the side of the water depth gauge) - (*Cllr J Green/Clerk to report*)
  - (d) Potential flooding risk – Mr Talbot at The Wagon House. White House Court. (*Cllr J Green/Clerk to report*)
  - (e) Corner Cottage at The Knoll (*Clerk to report*)
  - (f) Stocks Cross Roads/flooding above Stocks Farm (*Cllr J Green/Clerk to report*)
  - (g) Drain outside the Batch, Suckley (*Cllr J Green/Clerk to report*)
  - (h) White House Cross Roads – blocked ditch (*Cllr J Green/Clerk to report*)
  - (i) Drain Gulley opposite Crews Court (*Clerk to report*)
  - (j) Collapsed drain outside main entrance to Holloways on the Knightwick Road (*Clerk to report*)
15. SPEEDING ISSUES
- (a) VAS camera upgrade (*Clerk to report*)
  - (b) Speeding Warning Signs – Suckley Green (*Clerk to report*)
16. NEIGHBOURHOOD CLUSTERING (Report from Alfrick & Lulsley Parish Council)
17. CENSUS INFORMATION  
(*Cllr P Whatley to report*)
18. COMMUNITY PLAN/GROUP

- (Cllr A Grieve to report)
- 19 CHARITY REPORTS  
(a) (Cllrs to report on any meetings which have taken place)
20. BROADBAND SERVICE IMPROVEMENT  
(Clerk to report)
21. FINANCE  
(a) Cheques for authorisation – **Gen Fund** - Clerk's expenses March/April 2013 (to be advised); Lengthsman – March 2013 £48.00 (already paid but to be approved); Lengthsman VAS Services March 2013 £35 (already paid but to be approved); Lengthsman April/May 2013 (to be advised); Clerk's April 2013 pay adjustment (to be advised); Marion Griffiths payroll services April 2012 – March 2013 £55.00; J Green – extra Lengthsman Management hours £96.00; A Gillett – grass cutting/maintenance of Old Quarry 2012 £246; Worcs Calc Subscription and Nalc Affiliation Fee £248.12; Came & Co Insurance 2013/14 (to be advised) **Playing Fields** - John Hicks - Play equipment inspection in Playing Fields & Report - £50.76.  
(b) Approval of Year End Accounts to 31<sup>st</sup> March 2013 – available for the meeting **Annual Audit Return for Accounts ending 31<sup>st</sup> March 2013**  
(c) Approval of Section 1 – Accounting statement  
(d) Approval of Section 2 – Annual Governance statement  
**Discretionary Rate Relief 2013/14**  
(e) Cross Keys Inn, Suckley – (to be advised)  
(f) Tan House, Longley Green, Suckley - £45.63  
**Grants/Donations**  
(g) Suckley PCC – maintenance of graveyards £100  
(h) Suckley Playing Fields – Grant 2013/14 £600.00
22. PLAYING FIELD COMMITTEE  
(Cllr C Luton/Cllr J Green to report)  
(a) Annual Inspection – report from Mr J Hicks  
(b) Severn Trent Water (Cllr C Luton to report)
23. RISK ASSESSMENT  
(a) Report on any negative inspections of Bus Shelters, Playground Equipment, Skateboard Facility, Sports Equipment, Trees in Quarry, Map Board  
(Cllr J Green to report)  
(b) Tree Survey (Cllr C Luton to report)
24. PLANNING  
(Cllr P Griffiths to report)  
To note any refusals/permissions/Approvals (MHDC)  
(a) App Ref No: 13/00094/HOU  
Location: Lower Barrow House, Suckley, Worcs WR6 5EJ  
Applicant: Miss Rachael Simon  
Proposal: Single storey stone outbuilding  
Planning Permission **Approved**
25. SUCKLEY CHURCH  
(Cllr A Lewis/Cllr L Devenish to report)
26. SUCKLEY SCHOOL  
(a) Documentation – (Cllr A W Huband & Clerk to report)  
(b) Cllr L Devenish to report (Board of Governors)
27. ANNUAL PARISH MEETING – 20<sup>th</sup> May 2011 at 7.30 pm

28. MATTERS FOR FUTURE AGENDA

29. CORRESPONDENCE

All correspondence is available for viewing from 6.45 pm

**Date of Annual Parish Meeting – Monday 20<sup>th</sup> May 2013 at 7.30 pm**

**Date of next Parish Council Meeting – Monday 8<sup>th</sup> July 2013 at 7.00 pm**