

SUCKLEY PARISH COUNCIL

Clerk: Mrs Diana Taylor – 9 – Lambourne Avenue – Malvern Link – Worcs WR14 1NL
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ANNUAL PARISH COUNCIL MEETING – 14th May 2018 AGENDA

1. Election of Chairman & signing of Acceptance of Office for Chairman
(currently Cllr P Whatley)
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 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)
 - (b) Report from County Councillor
 - (c) District Councillor(s) Report
 - (d) Lengthsman Report (Clerk & Cllr J Green)
 - (e) Footpaths Report (Clerk/H Philpotts to report)
 - (f) Local Police Report – crime stats (Cllr D Findlater)

The Chairman re-opens the Meeting

7. Model Standing Orders (adopted November 2014) An updated version of Standing Orders has been issued by NALC – to be reviewed in July 2018 PC Meeting

March 2018 (to be advised) HMRC PAYE April/May/June 2018 £296.40 (new rate); Clerk's salary adjustment for April 2018 - £31.33;

Hall Hire – Suckley Village Hall May 2017 – March 2018 (to be advised);

Worcs Calc subscription & Nalc Affiliation Fees 2018/19 - £365.389; VAT refund payment to Playing Fields Account - £393.28;

Playing Fields - John Hicks - Play equipment inspection in Playing Fields & Report - £68.40; Npower (Pavilion) Playing Fields - £101.57

- (b) Payment of an annual allowance to John Green of £244.00 in respect of supervision of the Parish Lengthsman's activities and weekly inspections of "at risk" items. (Local Authorities Members' Allowances (England) Regulations 2003)

Discretionary Rate Relief 2018/19

- (c) Cross Keys Inn, Suckley (to be advised)
(d) Tan House, Longley Green, Suckley (to be advised)

Grants/Donations

- (e) Suckley PCC – maintenance of graveyards (2018/19) - £200.00
(f) Suckley Playing Fields – Grant 2018/19 (to be advised)
(g) Consider & Approve year end Accounts to 31st March 2018 - internally audited (these to be signed & dated by the Clerk & Chairman)

19. **APPROVAL OF ANNUAL AUDIT for Accounts to 31st March 2018-** statement of exemption certificate to be signed by the Clerk & Chairman

(a) **ANNUAL AUDIT RETURN 2017/18 – Approval of Section 1 – Annual Governance Statement**

(b) **ANNUAL AUDIT RETURN 2017/18 - Approval of Section 2 – Accounting Statement**

20. **GDPR REGULATIONS – 2018**

- (a) Clerks Report to Council
(b) To consider adopting the following policies recommended by the General Data Protection Regulations, and displaying them on the Parish Council website :-
(c) Privacy Policy
(d) Subject Access Policy
(e) Personal Data Management & Audit Policy
(f) General Privacy Notice
(g) Privacy Notice for staff, councillors & role holders
(h) Data Protection Policy

21. **PLANNING**

To consider the following Planning Applications :-

- (a) App No: 18/00548/FUL
Location: Baston Hall, Crews Hill, Worcs WR6 5HF
Proposal: Change of use of existing garage to function room to create mixed use of function room and residential (with use of house for overnight accommodation). Minor alterations to garage building and provision of car parking
Applicants: Mr & Mrs I Horsley

- (b) App No: 18/00561/FUL
Location: Lower House, Suckley, Worcs WR6 5DQ
Proposal: Extension to existing agricultural building
Applicant: Mr D Roper
 - (c) Complaint re Tundridge Stud
22. PLAYING FIELD COMMITTEE
(*Cllr C Luton/Cllr J Green to report*)
- (a) Annual Inspection – report from Mr J Hicks (e-mailed to Cllrs)
 - (b) Playing Field Report (*Cllr C Luton/ Cllr J Green to report*)
23. RISK ASSESSMENT
- (a) Report on any negative inspections of Bus Shelters, Playground Equipment, Skateboard Facility, Sports Equipment, Trees & Memorial site in Quarry, Map Board - (*Cllr J Green to report*)
24. SUCKLEY CHURCH
(*Cllr A Lewis/Cllr L Devenish to report*)
25. SUCKLEY SCHOOL
(*Cllr L Devenish to report*)
26. ANNUAL PARISH MEETING – 21st May 2018
27. MATTERS FOR FUTURE AGENDA
28. CORRESPONDENCE - All correspondence is available for viewing from 6.45 pm (if not previously e-mailed)

Annual Parish Meeting – Monday 21st May 2018 at 7.30 pm - Suckley Village Hall

Future Meeting dates – 23rd July (please note change of date) – 3rd September (please note change of date) – 13th November