



PARISH COUNCIL  
**Kempsey**

Mrs S Dunn  
Clerk and Financial Officer  
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Parish Office  
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Main Road  
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Worcester WR5 3LQ

Dear Councillor

**YOU ARE DULY SUMMONED TO AN EXTRA ORDINARY PARISH COUNCIL MEETING  
ON TUESDAY 31 MARCH 2026 AT 7.30PM  
AT KEMPSEY COMMUNITY CENTRE**

where the business set out in the agenda below will be transacted.

Members of the public 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 during Public Question Time. Members of the public may not take part in the Parish Council meeting.

*Sharon Dunn*  
Clerk & Responsible Financial Officer  
26 March 2026

## **AGENDA**

1. Apologies: To receive apologies for absence and approve reason for absence
2. Declarations of Interest
  1. Register of Interests: Councillors are reminded of the need to update their register of interest.
  2. To declare any Disclosable Pecuniary Interests in items on the agenda and their nature.
  3. To declare any Other Disclosable Interests on items on the agenda and their nature.

Councillors who have declared a Disclosable Pecuniary Interest, or an Other Disclosable Interest which falls within the terms of paragraph 12(4) (b) of the Code of Conduct, must leave the room for the relevant item/s unless a Dispensation has been granted. Failure to register or declare a Disclosable Pecuniary Interest may result in the commission of a criminal offence.

3. To Consider Written Requests from Councillors for the Council to Grant a Dispensation (S33 of the Localism Act 2011) - written requests to be submitted to the Clerk prior to the meeting.

The meeting will be adjourned for up to 30 minutes for Public Question Time  
The length of time any person can speak during Public Question Time shall be restricted up to 3 minutes, or longer at the discretion of the Chairman. Points raised by a parishioner should be concise and to:  
raise new issues, request an update on a previously raised matter or offer new information on an existing issue.  
Members of the public may not take part in the Parish Council meeting itself.  
Notes will be appended to the minutes.

*Under General Data Protection Regulations please note your consent is requested for your name and address to be recorded/noted in the Public Question Time notes/comments.*

4. Audit Requirements 2025/2026 – Assertion 10 Requirements
  - Domain Name
  - Councillor New Email Addresses
  - a. Proposal to adopt an IT Policy
5. Proposal to authorise the Clerk to sign a Funding Agreement with Malvern Hills District Council to receive MHDC funding to construct a small building at Plovers Rise to be used as an IT and Youth Hub.
6. Proposal to authorise the Clerk to sign a Funding Agreement with Malvern Hills District Council to receive MHDC funding to construct a pump track on the community land at Old Road South/Pixham Ferry Lane
7. Proposal for the Clerk to disburse allocated funds for the provision of a solar system and for the associated works at the Youth Centre Plovers Rise as identified in the CFLGS Grant Agreement A43.

Under The Public Bodies (Admission to Meeting(s)) Act 1960 to consider excluding the public and press from discussions only in respect of agenda item 8 & 9 as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

8. Proposal to appoint the Lengthsman and for the Clerk to sign Service Agreements with the same person, one Agreement for Lengthsman activities and one Agreement for Maintenance activities.
9. Proposal to appoint a company to provide maintenance support to the Lengthsman and for the Clerk to sign a Service Agreement with the company for maintenance activities.