

KEMPSEY PARISH COUNCIL

Mrs. A. P. Halford,
Clerk and Financial Officer

Parish Office,
Community Centre,
Main Road,
Kempsey,
Worcester WR5 3LQ
Email kempseyparishcouncil@btinternet.com
01905 828183

4th June, 2007

Dear Sir/Madam,

You are summonsed to attend a meeting of Kempsey Parish Council on Monday, 11th June, 2007 at 7.30 p.m. at Kempsey Community Centre to transact the business shown below. Parishioners are invited to address the Council during the Democratic Half Hour at the start of the meeting.

Yours faithfully,

Clerk to Kempsey Parish Council

To all members of Kempsey Parish Council

AGENDA

- 1 APOLOGIES FOR ABSENCE
- 2 DECLARATION OF INTERESTS (a) personal (b) prejudicial
3. CODE OF CONDUCT - 28 day deadline to notify any amendments to the Register
- 4 MINUTES OF THE PREVIOUS MEETING (Enclosed)
5. MINUTES OF THE POLICY COMMITTEE (Enclosed)
- 6 PREVIOUS MINUTES - Recommendations and Items for update
- 7 COUNTY COUNCIL REPORT ON LOCAL ISSUES
- 8 DISTRICT COUNCIL REPORT
- 9 CORRESPONDENCE - As shown on the enclosed list.
- 10 ENVIRONMENT COMMITTEE
Report by Committee Chairman
(a) Crown Bus Stop Area Update on works to amenities area (From May PC Meeting)
- 11 PLANNING REPORT
Report by Committee Chairman
(a) Stonehall Farm, Green Street – Report on Enforcement Matter
(b) Nut Trees adjacent to footpath 568 at rear of Main Road development site - TPO?
- 12 COMMONS AND HAMS COMMITTEE REPORT
Report by Committee Chairman
- 13 RECREATION COMMITTEE REPORT
(a) Report by Committee Chairman
(b) Progress report with fencing around children's play area
(c) Progress report with fencing on Playing Field
- 14 COMMUNITY CENTRE REPORT
Report by Committee Chairman

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15 AUDIT OF ACCOUNTS FOR YEAR ENDING 31ST MARCH, 2007

16 DELEGATED POWERS TO COMMITTEE CHAIRMEN

17 FINANCIAL POSITION AS AT 30th April, 2007

18 CONFIRMATION OF ACTION

To ratify the following payments which were authorised under delegated powers:-

Staff Salaries for March (List enclosed)

Mrs. S. Cordell – Community Centre Cleaning to 14th May, 2007 - £50.00

Paul Biddle – Community Centre Works - £795.00 (To be paid from funds retained on behalf of the former Community Centre Committee)

New Farm Grounds Maintenance – Playing Field Mowing - £105.74 (inc. £15.74 VAT)

19 ACCOUNTS FOR PAYMENT

To authorise payment of the following accounts :-

Mrs. A.P. Halford - Petty cash for May - £

Severn Trent Water – Community Centre - £206.50

R. Clarke – Grass Mowing at Community Centre - £35.00

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8th May, 2007

Dear Sir/Madam,

You are summonsed to attend the Annual Meeting of Kempsey Parish Council on Monday, 14th May, 2007 at 7.30 p.m. at Kempsey Community Centre to transact the business shown below. Parishioners are invited to address the Council in the Democratic Half Hour starting at 7.30 p.m.

Yours faithfully,

Clerk to Kempsey Parish Council

To all members of Kempsey Parish Council

AGENDA

1. ELECTION OF CHAIRMAN (and signing of Declaration of Acceptance of Office)
2. ELECTION OF VICE-CHAIRMAN – Followed by Democratic Half Hour
3. APOLOGIES FOR ABSENCE
4. DECLARATION OF INTERESTS (a) Personal & nature (b) Prejudicial & nature
5. REGISTER OF INTERESTS – (Reminder to complete the Register)
6. CONFIRMATION OF MINUTES OF PREVIOUS MEETING (Copy enclosed)
7. CONFIRMATION OF MINUTES OF ANNUAL PAROCHIAL MEETING (Enc.)
8. PREVIOUS MINUTES - Any Recommendations and Items for Up-date
9. APPOINTMENTS TO OUTSIDE BODIES
 - (a) Church Lands Trust (3) (currently Mrs. Clee; Mrs. Jones & Mr. Brookes)
 - (b) Parochial Church Council Charities (2) (Mrs Hart & Mrs. Jones)
 - (c) Malvern Hills Area C.A.L.C. Meetings (2) (Chairman and Vice-Chairman)
 - (d) Parish Hall Committee (1) (Mrs. Hart)
 - (e) Parish Hall Trustees (1) (Mrs. Jones)
 - (f) Kempsey Youth Centre (1) (Mr. Brookes)
 - (g) Kempsey Sports Association (2) (Including Chairman of Recreation Committee)
 - (h) County Emergency Planning Committee (2) (Mrs. Clee & The Clerk)
 - (i) Appointment of Youth Representatives (Mrs. Gerrard & Mr. Brookes)
 - (j) Appointment of Representative for Elderly/Disabled (New Appointment)

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10 COUNTY COUNCIL REPORT ON LOCAL ISSUES

11 DISTRICT COUNCIL REPORT

12. CORRESPONDENCE (Available to members between 7.00 p.m.. and 7.30 p.m.)

13. ENVIRONMENT COMMITTEE AND PLANNING REPORT

(A) For Report :-

MH 468/07 - The Gurkha Kinght, Bestmans Lane - Single storey extension. Provision of Toilets, storage, kitchen etc. (Full)

MH 570/07 - 13 Squires Close - Single storey extensions to front, side & rear for porch, Lounge, dining room, kitchen and study (Full)

MH 644/07 - Oast House Cottage, Main Road - Change of use of parcel of agricultural Land to be used as domestic accommodation, extension to existing Dwelling with new detached garage (Full)

(B) Delegated Matters :-

MH 429/07 - 7 Church Street - Extension & alteration to outbuildings - No objections

MH 440/07 - 10 Bannutt Hill - Single storey rear extension & garage - No objections

MH 434/07 - 26 Old Road South - New front porch & bay extension - No objections

MH 449/07 - St. Peter's Peugeot, Bath Road - Internally illuminated fascia, log & pylon Signs - Concerns about effect on properties opposite etc.

(C) CROWN AREA - Estimates

14.COMMONS AND HAMS COMMITTEE REPORT

15.RECREATION COMMITTEE REPORT

(a) Sports Association - Membership of User Groups

16.COMMUNITY CENTRE COMMITTEE REPORT

(a) Cleaning - Payment for Additional Work

17. JOB TITLE/ PERSON SPECIFICATION FOR P.C. REPS. - Mr. Brookes' Item

18 APPOINTMENT OF MR. R. STOKES AS INTERNAL AUDITOR FOR 2007/08

19 SIGNATORIES ON PARISH COUNCIL CHEQUES

20 AUDIT OF ACCOUNTS FOR 2005/2006 BY EXTERNAL AUDITOR

21 RECEIPTS AND PAYMENTS/RECONCILIATION OF BALANCES TO 30/4/07

22.NJK PARISH COUNCIL - Brockhill Recreation Area - P.C. Representative

23.CONFIRMATION OF ACTION

The Chairman has authorised payment of the following urgent accounts :-

Staff salaries etc. for April - List enclosed

Mrs. S. Cordell - Community Centre Cleaning to 16.4.07 - £57.50

Playsafety Ltd. - Play Area Inspection - £77.55 (inc. £11.55 VAT)

Worcs. CALC - Whole Council Training 2007-2008 - £205.63 (inc. £30.63 VAT)

Allianz Cornhill - Parish Council/Sports Pavilion - £871.69

BT - Office Phone - £108.27 (inc. £16.13 VAT)

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24.ACCOUNTS FOR PAYMENT

To authorise payment of the following accounts :-

Mrs. A.P. Halford- Petty Cash for April - £29.62

City of Worcester – Emptying Dog Bins - £790.40 (inc. £117.72 VAT)

City of Worcester – Dog Bin - £59.34 (inc. £8.84 VAT)

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11th June, 2007

AGENDA ITEM 9 - CORRESPONDENCE

- (a) Kempsey Day Care Association – Request for assistance with transport costs
- (b) Church Street Initiative – Job specification for reps. on outside bodies
- (c) WCC – Volunteering in the countryside course
- (d) WCC – Parish Paths Partnership Scheme 2007/2008
- (e) Kempsey Primary School Governors – Use of School Playing Field
- (f) SWJCS – South Worcestershire Joint Core Strategy
- (g) Planning Inspectorate – MH 1394/06 – New Workshop –Clerkenleap
- (h) MHDC – New Planning Leaflets
- (i) CALC – Malvern Hills Area – Annual Meeting
- (j) Kempsey Tennis Club – Tree overhanging Tennis Court
- (k) Kempsey Youth Club – Paid youth worker
- (l) WCC – Parish Lengthsman Scheme - Training
- (m) Worcestershire Wildlife Trust – Review of Special Wildlife Sites in Worcestershire
- (n) Mrs. D. Bailey – Re-dedication of tomb of Kempsey V.C. holder
- (o) WCC – Temporary Closure of Taylors Lane

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16th April ,2007

Dear Sir/Madam,

The Annual Meeting of Parochial Electors will be held on Monday, 23rd April, 2007 at 7.30 p.m. at Kempsey Community Centre when your attendance is requested.

Yours faithfully,

Clerk to Kempsey Parish Council

AGENDA

1. **APOLOGIES FOR ABSENCE**
2. **MINUTES OF PREVIOUS ANNUAL PAROCHIAL MEETING** (Enclosed)
3. **ANNUAL REPORT OF THE PARISH COUNCIL** – Mr. Ellis
4. **STATEMENT OF ACCOUNTS FOR THE PREVIOUS YEAR**
5. **REPORT FROM LOCAL BEAT OFFICER** - P.C. Naulls
6. **REPORT OF THE COUNTY COUNCILLOR** - Mr. R. Bullock
7. **REPORT OF THE DISTRICT COUNCILLORS** - Mr. H. Morris & Mr. M. Biddle
8. **DISCUSSIONS ARISING FROM THE REPORTS**

9th May, 2007

Dear Sir/Madam,

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POLICY COMMITTEE

There will be a meeting of the Policy Committee on Monday, 14th May, 2007 at 9.00 p.m. or at the conclusion of the Annual Meeting of the Parish Council to appoint Committees for the next year.

Yours faithfully,

Clerk to Kempsey Parish Council

To all members of Kempsey Parish Council

AGENDA

1. **APPOINTMENT OF ENVIRONMENT COMMITTEE**
2. **ELECTION OF ENVIRONMENT COMMITTEE CHAIRMAN**
3. **APPOINTMENT OF COMMONS & HAMS COMMITTEE**
4. **ELECTION OF COMMONS & HAMS COMMITTEE CHAIRMAN**
5. **APPOINTMENT OF RECREATION COMMITTEE**
6. **ELECTION OF RECREATION COMMITTEE CHAIRMAN**
7. **APPOINTMENT OF COMMUNITY CENTRE COMMITTEE**
8. **ELECTION OF COMMUNITY CENTRE COMMITTEE CHAIRMAN**
9. **APPOINTMENT OF STAFF COMMITTEE**

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22nd May, 2007

Dear M. Watkins,

REGISTER OF INTERESTS

I enclose the completed Register of Interests forms in respect of 12 of the 13 newly elected members of this Parish Council.

To date, Mrs. Biddle has not returned her form to me. It may be possible that she has already sent it directly to you.

Yours sincerely,

Clerk to Kempsey Parish Council

Chris Watkins, Esq.,
Democratic Services Manager,
Malvern Hills District Council,
Council House,
Avenue Road,
Malvern WR14 3AF

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Quality
Parish
Council