

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

6th August, 2007

Dear Sir/Madam,

You are summonsed to attend a meeting of Kempsey Parish Council on Monday, 13th August, 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 but may not take part in the Parish Council Meeting itself.

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 COMMUNITY CENTRE 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 and available for inspection by members between 7.00 p.m. and 7.30 p.m.
- 10 ENVIRONMENT COMMITTEE
Report by Committee Chairman
 - (a) Crown Bus Stop - Amenities Area (From July PC Meeting)
 - (b) Taylors Lane – One-Way System – Report on site meetings
 - (c) Lengthsman Scheme/Litter Picking – Three month agreement with MHDC

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11 PLANNING REPORT

Report by Committee Chairman

For Report :-

- (a) MH 1173/07 and MH 1174/07 – The Talbot Public House – Creation of extra external drinking area (Full and Listed Building Consent)
- (b) Planning Comments to MHDC made under Delegated Powers
 - MH 962/07 – Selbourne Meadow, Napleton Lane – New secure garage, workshop and Store (Full) – No objections but some concerns
 - MH 904/07 – 23 Old Road North – Enlargement of existing en-suite bathroom and provision of first floor dormer (Full) – No objections
 - MH 1001/07 and 1002/07 – Draycott Lodge, Main Road – New secure garage, workshop and store (Full and Listed Building Consent) – No objections to either application

12 COMMONS AND HAMS COMMITTEE REPORT

Report by Committee Chairman

- (a) Delegated decision re common gate post
- (b) Report on site meeting at Kerswell Green

13 RECREATION COMMITTEE REPORT

Report by Committee Chairman

- (a) Progress report with fencing around children's play area – (from June PC Meeting)
- (b) Progress report with fencing on Playing Field – (from June PC Meeting)

14 COMMUNITY CENTRE REPORT

Report by Committee Chairman

- (a) Delegated decision re decorating works in Foyer
- (b) Report following visual inspection of roof, gutterings, flashings and valleys

15 FLOODING IN KEMPSEY – Report by the Chairman

16 CLOSURE OF THE LOCAL AMBULANCE CONTROL CENTRE

17 NEW MODEL CODE OF CONDUCT – To consider the new Model Code of Conduct for Parish and Town Councils including Section 12(2) with a view to adopting it at the September Parish Council Meeting.

18 FINANCIAL POSITION AS AT 31st July, 2007 (Copy enclosed)

19 CONFIRMATION OF ACTION

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

Staff Salaries for July (List enclosed)

Mrs. S. Cordell – Community Centre Cleaning to 9th July, 2007 - £50.00

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

20 ACCOUNTS FOR PAYMENT

To authorise payment of the following accounts :-

Mrs. A.P. Halford - Petty Cash for July - £64.22

Clement Keys – Annual Audit - £470.00 (inc. £70.00 VAT) 0.

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City of Worcester – Fix new dog bin - £29.38 (inc. £4.38 VAT)

BT – Office Phone - £106.75 (inc. £15.23 VAT)

Mrs. S. Cordell – Community Centre Cleaning to 6th August - £37.50

High Green Farming Ltd. – Grass Topping - £637.44 (inc. £94.94 VAT)

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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)
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.)

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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)

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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AUGUST PARISH COUNCIL MEETING

AGENDA ITEM 9 - CORRESPONDENCE

- (a) MHDC – Adoption of New Model Code of Conduct
- (b) MHDC – New Code of Conduct Training
- (c) DeFRA – Consultation – Implementation of Part 1 of Commons Act, 2006
- (d) Mr. C.J. Styles – Parking at Kings Hill
- (e) Worcs. CALC - Circular
- (f) WSE Ltd. – High voltage line across Normoor and Ashmoor Commons
- (g) Clement Keys – Annual Return for 2006/2007
- (h) Mrs. J. Lewis – Kempsey Baptist Chapel
- (i) Mr. and Mrs. D. Jones – Kempsey Baptist Chapel
- (j) MHDC – Section 106 Agreements – Letters from Solicitor and Planning Officer
- (k) WCC – Planning Permission for Reclamation Site at Norton
- (l) MHDC – Play Celebration Event
- (m) South Worcs. Joint Core Strategy – Issues and Options – Workshop Feedback (2 letters)
- (n) Mrs. J. Smith – Hatfield Brook (by email)
- (o) Mr. R. Allsopp – Hatfield Brook (by email)
- (p) AON – Community centre Insurance

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(q) Bestmans Lane residents – Bestmans Lane (by email)

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**

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9th May, 2007

Dear Sir/Madam,

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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