

5th May, 2009

Dear Sir/Madam,

You are summonsed to attend the Annual Meeting of Kempsey Parish Council on Monday, 11th May, 2009 at 7.30 p.m. at Kempsey Community Centre to transact the business shown below.

Parishioners may address and question the Council during the Open Forum at the start of the meeting. They may also raise issues for future consideration, at the discretion of the Chairman. Parishioners 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. ELECTION OF CHAIRMAN (and signing of Declaration of Acceptance of Office)
2. ELECTION OF VICE-CHAIRMAN
3. APOLOGIES FOR ABSENCE
4. DECLARATION OF INTERESTS
 - (a) **Declaration of any Personal Interests** in items on the Agenda and their nature
 - (b) **Declaration of any Prejudicial Interests** in items on the Agenda and their nature. A Parish Council Member with a prejudicial interest in a particular issue may make representations, answer questions or give evidence to the Council during the Open Forum on the issue. However, the Councillor must leave the room in the event of an exchange on the issue between the public and the Council during the Open Forum and must also leave the room when the item is discussed during the Parish Council Meeting itself.
5. REGISTER OF INTERESTS – (Reminder to update the Register if necessary)
6. OPEN FORUM
7. CONFIRMATION OF MINUTES OF PREVIOUS MEETING (Copy enclosed)
8. CONFIRMATION OF MINUTES OF ANNUAL PAROCHIAL MEETING (Enc.)
9. PREVIOUS MINUTES – Any Recommendations and items for up-date
10. APPOINTMENTS TO OUTSIDE BODIES
 - (a) Church Lands Trust (3) (currently Mrs. Campbell; 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 Trustees (1) (Mr. Brookes)
 - (g) Kempsey Sports Association (2) (Mrs. Gerrard & Chairman of Recreation Committee)
 - (h) Appointment of Youth Representatives (2) (Mrs. Gerrard & Mrs. Biddle)
 - (i) Appointment of Representative for Elderly/Disabled (1) (Ms Baker)
 - (j) Appointment of Representatives to PACT (2)
11. COUNTY COUNCIL REPORT ON LOCAL ISSUES
12. DISTRICT COUNCIL REPORT
13. CORRESPONDENCE (Available to Members between 7.00 p.m.. and 7.30 p.m.)
14. ENVIRONMENT COMMITTEE REPORT – Report by the Committee Chairman
 - (a) Locations for new litter bins

- (b) Parish Hall Notice Board – Estimate to replace vandalised glass
- 15 PLANNING REPORT
- (a) Comments made to Malvern Hills District Council under delegated Decisions :-
MH 462/09 – The Playing Field, Plovers Rise – Erection of two floodlight columns with two lamps on each column (Full) – Landowner so no comments as interest
MH 463/09 – Windmill Hill House, Main Road – Erection of garage and car ports (Full)
 No Objections
16. COMMONS & HAMS COMMITTEE REPORT – Report by the Committee Chairman
17. RECREATION COMMITTEE REPORT – Report by the Committee Chairmen
 (a) Annual Inspection of Play Equipment
- 18 COMMUNITY CENTRE COMMITTEE REPORT – Report by the Committee Chairman
- 19 ANNUAL RISK ASSESSMENTS
- 20 ADOPTION OF ANNUAL ACCOUNTS FOR 2008/2009
- 21 REVIEW OF INTERNAL AUDIT ARRANGEMENTS FOR 2009/2010
 (a) Annual letter of appointment to Internal Auditor
- 22 ANNUAL RETURN – GOVERNANCE STATEMENT – Copy enclosed
- 23 MONTHLY RECEIPTS & PAYMENTS/RECONCILIATION OF BALANCES
24. CONFIRMATION OF ACTION
 To ratify the following payments which were authorised under delegated powers :-
 Staff salaries etc. for April – List enclosed
 Mrs. S. Cordell – Community Centre Cleaning for April - £150.00
25. ACCOUNTS FOR PAYMENT
 To authorize payment of the following accounts :-
 Glasdon UK Ltd. – Litter Bins - £982.34 (inc. £128.13 VAT)
 Mrs. A.P. Halford – Petty Cash for April - £43.74
 Allianz Insurance plc. – Parish Council annual insurance - £1,000.95
 Severn Trent Water – Community Centre - £213.37
 NPower – Community Centre - £1,826.18 (inc. £238.20 VAT)
 Mark Harrison – Emergency Electrical Repairs at Community Centre - £45.00
 R. Clarke – Grass Mowing at Community Centre - £18.10
 Worcestershire CALC – Annual Subscription - £685.19 (inc. £71.66 VAT)
 Playsafety Ltd. – Annual Inspection of Play Equipment - £75.00 (inc. £9.90 VAT)
 BT – Office Phone - £153.57 (cost of calls £38.38)
- 26 CONFIDENTIAL SESSION – Resolution -In view of the nature of the business about to be transacted, the public and Press be asked to withdraw.

PARISH COUNCIL MEETING -11th MAY, 2009

AGENDA ITEM 13 – CORRESPONDENCE

- (a) RPA – Customer Registration (2 letters)
- (b) Police Inspector Griffiths – Parking outside Broomhall Cottages
- (c) Environment Agency – Kempsey Flood Alleviation Scheme (email to Chairman)
- (d) Ms Ann Meadows – Tree Preservation Orders (Letter to Chairman)
- (e) Equality & Human Rights Commission – Public Sector Duties
- (f) WSE Ltd. – Electricity Alteration – Oak Tree Cottage, Kerswell Green
- (g) MHDC – Standards Committee Agenda
- (h) WCC – Speed Management Issues
- (i) Kempsey Sports Association – Grass Cutting at Playing Field

- 1) FLAG – Letters have been sent to Parish Council Members re PC funding for the Kempsey Flood Alleviation Scheme
- 2) FLAG – Copy of letter sent to local businesses has been received
- 3) MHDC – Copy of letter sent to Kempsey residents re fly tipping has been received