

# **KEMPSEY PARISH COUNCIL**

Mrs. S. Baxter  
Clerk and Financial Officer

Parish Office,  
Community Centre,  
Main Road,  
Kempsey,  
Worcester WR5 3LQ  
Email [kempseyparishcouncil@btinternet.com](mailto:kempseyparishcouncil@btinternet.com)  
Tel: 01905 828183

Dear Sir/Madam

**YOU ARE SUMMONSED TO ATTEND THE ANNUAL MEETING OF KEMPSEY PARISH COUNCIL ON MONDAY 9<sup>th</sup> MAY 2011 AT 7.30 PM 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 during the Open Forum at the start of the meeting. They may also raise issues for future consideration, at the discretion of the Chairman. Members of the public may not take part in the Parish Council meeting itself.

S BAXTER

Clerk & Responsible Finance Officer

Tel: 01905 828183

2<sup>ND</sup> May 2011

## **AGENDA**

1. **Election of Chairman (And signing Declaration of Acceptance of Office)**
2. **Election of Vice - Chairman**
3. **Apologies:** To receive apologies for absence
4. **Declarations of interest** in items on the agenda
  - (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** - Members are reminded of the need to update their Register
6. **Open Forum** – Maximum of 30 minutes
7. **Minutes:** To consider the adoption of the minutes of the Parish Council minutes of 11<sup>th</sup> April 2011 and the Annual Parish Meeting of 20<sup>th</sup> April 2011 (copies enclosed)
8. **Previous Minutes:** Any recommendations and/or items for update
9. **To Appoint the following committees and Elect Chairman for each:-**
  - (a) Environment Committee
  - (b) Commons & Hams Committee
  - (c) Recreation Committee
  - (d) Community Centre Committee

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## **10. To Appoint members to the following:-**

- (a) Staff Committee
- (b) Planning Committee (and restructure)

## **11. Appointments to Outside Bodies**

- (a) Church Lands Trust (3 representatives-currently Mrs. Campbell, Mrs. Jones & Mr. Brookes)
- (b) Parochial Church Council Charities-(2 representatives-currently Mrs. Hart & Mrs. Jones)
- (c) Malvern Hills Area CALC Meetings/Business-(2 representatives-Chairman & Vice Chairman)
- (d) Parish Hall Committee-(1 representative- currently Mrs. Hart)
- (e) Parish Hall Trustees-(1 representative- currently Mrs. Jones)
- (f) Kempsey Youth Centre Trustees-(1 representative- currently Mr. Brookes)
- (g) Kempsey Sports Association- (2 representatives Co-Chairman of Recreation Committee)
- (h) Appointment of Youth Representatives-(2 representatives currently Mrs. Gerrard & Mrs. Biddle)
- (i) Appointment of Representatives for Elderly / Disabled-(1 representative- Ms Baker)
- (j) Appointment of Representatives to PACT-(representatives Chairman, Vice Chairman & Ms Baker)

## **12. Reports from representatives: To receive an update:-**

- 12.1 Police Report
- 12.2 County Councillor's Report
- 12.3 District Councillor's Reports
- 12.4 Environment Committee
- 12.5 Commons and Hams:
- 12.6 Recreation Committee: To Discuss
  - 1. Drain cover at playing field
  - 2. Sign for new play area
  - 3. Boiler at Pavillion
  - 4. ROSPA Inspection
  - 5. Lights for basketball area
  - 6. Lawn Mower for Sports Association
- 12.7 Community Centre: To Discuss
  - 1. Purchase of a replacement floor polisher
  - 2. Consider quotes for works at the Community Centre in line with the specification
- 12.8 Chairman's Report

## **13. Finance**

- 13.1 To authorize payment of accounts as per schedule (attached)
- 13.2 To ratify payments authorized under delegated powers including Staff Salaries (attached)
- 13.3 Bank Reconciliation Statement Balance – For Information.
- 13.4 To adopt and sign Sections 1 and 2 of Annual Return 2010/11
- 13.5 Appointment of Mr. R. Stokes as Internal Auditor 2011/12

## **14. Request for a working party to look into the existing Standing Orders and to recommend any amendments.**

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## **15. Planning Report: Planning Application Comments and Notification of Decisions:-**

### **To Discuss:**

Planning application number 11/00469/FUL – change of use for The Crown Inn, Kempsey (Part)

### **Parish Council Comments:**

Planning Application No: 11/00269/HOU

Proposal: Conversion of domestic outbuilding into ancillary accommodation

Location: 14 Squires Walk, Kempsey, WR5 3JB

Comments: The Parish Council is still opposed to this application. Other than the amendment to the turning circle which can now take 3 cars and the reduction with no 1<sup>st</sup> floor accommodation none of the objections made on previous planning applications have been met.....

Planning Application No: 11/00311/FUL

Proposal: Variation of condition 4 of Planning Permission 02/01435/FUL to allow ancillary domestic use of loft space above double garage.

Location: Barncote, Kerswell Green, WR5 3PF

Comments: The Parish Council has no general concerns over this application, however there were no details on the construction of the proposed accommodation and also that this will set a precedent.

### **Planning Decisions:-**

Planning Application No: 11/00175/HOU

Proposal: Two storey side extension with single storey rear extension

Location: Ivy Cottage, Kerswell Green, WR5 3PE

Approval of Planning Permission

Planning Application No: 10/01598/HOU

Proposal: Double doors and balcony to south elevation

Location: Oast House Cottage, Main Road, Kempsey, WR5 3PA

Approval of Planning Permission

Planning Application No: 11/00224/HED

Proposal: Removal of two sections of hedgerow

Location: Land at OS 386247 246462 Kerswell Green, Worcester

No Objection to Hedgerow Removal.

16. **Correspondence for Information:** All items of correspondence are shown on the Attached Appendix and are available for inspection by Parish Council Members between 7.00 p.m. and 7.30 p.m.
17. **In Confidential Session:** Resolution to exclude the public and press. To discuss
1. Application for Rural Rate Relief
  2. Payment of Councillor Expenses
18. **Date of next meeting:** Monday 13<sup>th</sup> June 2011 at 7.30pm at Kempsey Community Centre.

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## **CORRESPONDENCE** **KEMPSEY PARISH COUNCIL – 9th MAY 2011**

1. Letter from Mr. Mrs. Gwilliam – Rag and Bone Men
2. WCC Bus Service Review – Responses by 18<sup>th</sup> May 2011
3. Energy report – Energy efficiency measures and recommendations
4. Councillor Training – Please advise the Clerk if you are able to attend?
5. Dates for Your Diary – Forthcoming Meetings and Training Events

**KEMPSEY PARISH COUNCIL**

**Payment of Accounts 9th May 2011**

| <b>PAYABLE TO</b>       | <b>DETAILS</b>      | <b>AMOUNT<br/>(£)</b> | <b>CHEQUE<br/>NUMBER</b> |
|-------------------------|---------------------|-----------------------|--------------------------|
| S Cordell               | Cleaning Contract   | 150.00                | 3018                     |
| S Baxter                | Leaving Gifts       | 65.00                 | 3019                     |
| Staples                 | Stationary          | 156.65                | 3020                     |
| Worcestershire Calc     | Annual Subscription | 710.87                | 3021                     |
| BT Payment Services Ltd | Office Phone        | 126.42                | 3022                     |
| Npower                  | Electricity         | 1053.17               | 3023                     |
| SB Print                | Newsletter          | 112.78                | 3024                     |

***Bank Reconciliation to 30th March 2011***

|                        |                         |
|------------------------|-------------------------|
|                        | £                       |
| Lloyds Bank Account    | 109106.50               |
| Lloyds Current Account | 22941.24                |
| HSBC Deposit Account   | 35045.34                |
| Cheques paid uncleared | 308.00                  |
| Balance                | <u><u>166785.08</u></u> |