

KEMPSEY PARISH COUNCIL

Mrs. S. Baxter
Clerk and Financial Officer

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

Dear Sir/Madam

**YOU ARE SUMMONED TO ATTEND THE NEXT MEETING OF
KEMPSEY PARISH COUNCIL TO BE HELD ON
MONDAY 2TH APRIL 2012 AT 7.30 PM IN THE 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
26th March 2012

AGENDA

1. **Apologies:** To receive apologies for absence
2. **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.
3. **Register of Interests** - Members are reminded of the need to update their Register
4. **Open Forum** – Maximum of 30 minutes
5. **Minutes:** To consider the adoption of the following minutes (enclosed)
 - Parish Council Meeting of 12th March 2012
6. **Previous Minutes:** Any recommendations and/or items for update
7. **Reports from representatives:** To receive an update
 - 7.1 Police Report – Crime Statistics
 - 7.2 County Councillor Report: Mr. Bullock
 - 7.3 District Councillor's Reports: Report from Mr. Rea and Mr. Harrison

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7.4 Environment Committee: To Discuss

1. Proposal for Kempsey Parish Council to acquire a Vehicle Activated Sign
2. Update on Fish Pass
3. To seek permission to advertise the Rocky open evening in the Parish Magazine & notice boards.

7.5 Commons and Hams Committee: To Discuss

- a. Updates on Normoor & Kerswell Green Commons (Mr. Legg)

7.6 Recreation Committee: To Discuss

1. Tennis Club lease

- a. Approve the terms of the lease
 - b. Agreement on contribution put forward by Kempsey Tennis Club towards the legal costs of the lease
 - c. Nomination of a representative to Kempsey Tennis Club
- ### 2. Carry forward items to next financial year
- a. Carry forward unspent monies for fencing
 - b. Carry forward unspent monies for new play equipment
 - c. Carry over the painting of the skylights and ceilings at the Pavilion
 - d. Carry over purchase of the Limes

Note; 2.c There is no money to carry forward for this item as suggested by David Harrison. The £500 spent so far was taken out of contingency funds and the further £500 needed to complete has been budgeted for in 202/13.

7.7 Community Centre Committee: To Discuss

1. Transfer of unspent monies from Community Centre Committee Budget Financial Year 2011/12 to 2012/13 to allow for the following:
 - a. Purchase of signage for flower tubs
 - b. Purchase of plates and a fire blanket for the kitchen
 - c. Painting of the Parish Office
 - d. Carry over funds of £2K for purchase Office Computer System. Full discussions and quotes to be discussed at this meeting.
 - e. Upgrade desks and other equipment required in the Parish Office
 - f. Earmark £1500 energy efficiency grant awarded specifically for energy improvements to the Community Centre.
 - g. Maintenance budget to include fire alarm and building survey
2. Building Survey Report – Please note the Surveyor has agreed to post directly to you. (For your information only at this stage)

7.8 Chairman's Report

8. Finance

- 8.1 To authorize payment of accounts as per schedule (attached)
- 8.2 To ratify payments authorized under delegated powers including Staff Salaries (attached)
- 8.3 Bank Reconciliation Statement Balance – For Information.
- 8.4 Update on Financial Regulations Review (Mr. Stevens)

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9. **Planning:** For Information Only:-

Please note particulars are available to view in items of correspondence:-

Planning Application No: 12/00228/TCN

Tree Preservation Order – Holly House, Napleton Lane, Kempsey

Planning Application No: 12/00109/ADV

Proposal: Replacement Signage

Location: Baynall Garage

APPROVAL

10. **Upgrade of Office Computer System** – To discuss and approve quotes

11. **Proposal for Kempsey Parish Council to sign the Worcestershire Agreement** (Mr. Stevens)

12. **Correspondence for Information:** All items of correspondence indicated below is available for inspection by Parish Council Members between 7.00p.m and 7.30p.m

13. **Date of next meeting:** Annual Parish Meeting Tuesday 1st May 2012 refreshments at 6.45pm for 7.15pm start at Kempsey Community Centre.

Next Parish Council Meeting Monday 14th May 2012 at 7.30pm at Kempsey Community Centre.

14. **Confidential Item:** 1. Staff Salaries

2. Proposals from Magic Moments Nursery re: Outdoor Area

CORRESPONDENCE

KEMPSEY PARISH COUNCIL – 2nd April 2012

1. Sunday Bus Request – Further Confirmation
2. Changes in Planning Landscape – Guide and support with Neighbourhood Plan
3. Notification CPRE – in respect of Annual Membership
4. MHDC – Tree Preservation Order No 495 (2012) – Holly House, Napleton Lane, Kempsey
5. Letter from Tennis Club – New Lease Sitting Area at Tennis Club
6. WCC - Acknowledge by Mr Bullock regarding problems on A38
7. Advice from Solicitors Re: Land Registry
8. Request for Earthwork survey on Kempsey Common – **This item requires a response.**
9. WCC – Consultation on Worcestershire County Council’s approach to Localism
This topic to be discussed at the Parish Conference to be held on Wednesday 25th April 7.00pm to 9.15pm in the Council Chamber