

# 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 SUMMONED TO ATTEND THE NEXT MEETING OF KEMPSEY PARISH COUNCIL TO BE HELD ON MONDAY 14<sup>TH</sup> NOVEMBER 2011 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

4<sup>th</sup> November 2011

## 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 (all enclosed)
  - Minutes of the Extra Ordinary Meeting of 24<sup>th</sup> October 2011
6. **Previous Minutes:** Any recommendations and/or items for update
7. **Reports from representatives:** To receive an update
  - 7.1 Police Report
  - 7.2 County Councillor's Report: Report from Mr. Bullock
  - 7.3 District Councillor's Reports: Reports from Mr. Rea and Mr. Harrison

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- 7.4 **Environment Committee:** To Discuss
  1. Works completed at The Rocky
  2. Bus Shelter Painting
- 7.5 **Commons and Hams Committee:** Update
- 7.6 **Recreation Committee:** To Discuss
  1. Tennis Club
  2. Cricket Club
  3. Purchase of land at corner of A38 and Brookend Lane
- 7.7 **Community Centre Committee:** To Discuss
  1. Kitchen Wall Cupboards for discussion and approval
  2. Fridge & Microwave / Accessories for Kitchen - To approve budget expenditure of £350
  3. Update on kitchen and painting works
  4. Update on Flower Tubs
  5. Side Gate Locking (K Blackwell)
  6. Sanitary Bins – to discuss
  7. Consultant Report – Update
  8. Bollards/Parking – Seek approval of purchasing a sample on a sale & return basis
  9. Update on Post Box
  10. Lighting for kitchen – to discuss
  11. Fire Safety – to discuss
  12. Energy Report on Community Centre dated 7<sup>th</sup> April 2011 and if necessary initiate action (B Bowley)
- 7.8 **Chairman's Report**
  1. Liaison with other Parishes within Malvern Hills District Council for response to SWDP
  2. Neighbourhood Plan
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 Instruct F&GP Committee to conduct urgent review of our deposit account banking arrangements to discuss bank interest.(B Bowley)
  - 8.5 Initiate review of Council Finance Regulations (B Bowley)
9. **Planning Report: -  
For Information:**

Planning Application No: 11/01042/HOU  
Proposal: Proposed two storey side extension  
Location: 9 Oakfield Drive, Kempsey, WR5 3PP  
**APPROVAL OF PLANNING PERMISSION**
10. **Draft Terms of Reference** (for feedback and comment) (M.Stevens)
11. **To Discuss standing order amendments to clarify situation re motions requiring written notice, those not requiring it and parties responsible for confirmation of meeting minutes.  
(B Bowley)**

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12. **South Worcestershire Development Plan** – Final Response to be submitted from Parish Council
13. **Correspondence for Information:** All items of correspondence are shown on the Appendix which are available for inspection by Parish Council Members between 7.00p.m and 7.30p.m
14. **Date of next meeting:** Monday 12th December 2011 at 7.30pm at Kempsey Community Centre.
15. **In Confidential Session:** Resolution to exclude the public and press  
To Discuss:-
  1. Tenant related utility bills (D Harrison)
  2. Parking at front of Community Centre (A Hay)

## **CORRESPONDENCE** **KEMPSEY PARISH COUNCIL – 14<sup>th</sup> NOVEMBER 2011**

### For Action

1. Request for Grant Aid and Insurance Cover
2. Neighbourhood Plan Frontrunners Scheme Application
3. Letter from Mr. Dillingham - Hedge Cutting Kempsey Playing Field

### For Information

1. Worcestershire Rural Outreach Project
2. Festival Housing Group Annual Review 2010/11
3. Letter from Harriett Baldwin MP – Post Office Ltd
4. West Mercia Police – Police Attendance at Parish Council Meetings
5. WCC Public Rights of Way – Prioritising Maintenance
6. Community First – Newslite