

KEMPSEY PARISH COUNCIL

Mrs S Baxter
Clerk and Financial Officer

Parish Office
Community Centre
Main Road
Kempsey
Worcester WR5 3LQ

E-mail: kempseyparishcouncil@gmail.com

Tel: 01905 828183

Dear Councillor

**YOU ARE DULY SUMMONED TO ATTEND THE NEXT MEETING OF
KEMPSEY PARISH COUNCIL TO BE HELD ON
MONDAY 14th APRIL 2014 AT 7.30 PM IN THE COMMUNITY CENTRE
where the business set out in the agenda below will be transacted.**

S Baxter
Clerk
Tel: 01905 828183
8th April 2014

AGENDA

1. Apologies: To receive apologies and to approve the reason for absence
2. Declarations of Interest
 1. Register of Interests: Councillors are reminded of the need to update their register of interests.
 2. To declare any Disclosable Pecuniary Interests in items on the agenda and their nature.
 3. To declare any Other Disclosable Interests in items on the agenda and their nature.

Councillors who have declared a Disclosable Pecuniary Interest, or an Other Disclosable Interest which falls within the terms of paragraph 12(4) (b) of the Code of Conduct, must leave the room for the relevant item/s unless a Dispensation has been granted.

Failure to register or declare a Disclosable Pecuniary Interest may result in the commission of a criminal offence.

3. To Consider Written Requests from Councillors for the Council to Grant a Dispensation (S33 of the Localism Act 2011) – written requests to be submitted to the clerk prior to the meeting.

The meeting will be adjourned for Public Question Time

The time allocated is at the discretion of the Council/Chairman. Residents are invited to give their views and question the Parish Council on issues on the agenda, or 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. This period is not part of the formal meeting; brief notes will be appended to the minutes.

4. Minutes: To consider the adoption of the minutes of
 - The Extra Ordinary Parish Council meeting of 24.03.14
5. Correspondence for Information:
 1. NatWest – A reminder of the protection in place for your money
 2. WCC – Employer Pension Rates
 3. WCC – Lengthsman Scheme 2014/15 funding will be £2554.88
 4. CPRE increase in annual membership from £29.00 to £36.00 from March 2014.
 5. Precept query received via Website from Mr Endicott
 6. Grant Thornton – Notification of Intermediate Audit – Extension Date of receipt of Annual Return 2013/14 extended from the 9th to the 12th June 2014
 7. Letter from Natural England – Changes to timing of payments under Environmental Stewardship Agreement.
 8. Enquiry – Peter Cresswell – Concerns about the new island under construction by St. Peters Garden Centre.
 9. Bogus Email complaint – Zain Sharif – Kempsey Cricket Club
 10. Resignation Letter from Cllr Hart
 11. Play Area Safety Inspection Report – 26th March 2014

6. Reports from representatives: To receive an update
 - 6.1 Neighbourhood Watch - Crime Alerts information
 - 6.2 County Councillor
 - 6.3 District Councillor
 - 6.4 Neighbourhood Development Plan Update (*Mr. Mike Biddle*)

7. Report Update including Proposals from Committees:
 - 7.1 Recreation Committee: Cllr Campbell
 1. Proposal to accept a quote for replacement/refurbishment of the main doors at the Pavilion.
 2. Proposal to install fire alarms at the Pavilion.

 - 7.2 Commons and Hams Committee: Cllr Bannister
 1. Motion to approve the following recommendation of the Commons & Hams Committee: The Committee has investigated issues in regard of stock on Kempsey Common and in its opinion has found nothing that contravenes the Commons Act 2006. Therefore, the committee recommends to Council that no further action should be taken at this time. However, any person who believes that their lawful use of the common is being impeded has the right to undertake their own legal action as detailed in the Commons Act 2006.

 - 7.3 Community Centre: Cllr Geens
 1. Proposal to accept quotation to upgrade the two large arched windows serving the nursery on the front elevation of the Community Centre. These will change from the existing original metal frames to PVCu as already fitted to Room 1.

 - 7.4 Environment Committee: Cllr Stevens
 1. Motion to renew the agreement for Contract of Services of a Lengthsman 01.04.14 to 31.03.15
 2. Proposal that Kempsey Parish Council should arrange a meeting with the Environment Agency to discuss the possibility of lowering the pump starting level to safeguard the paths in the Rocky Woods. (*Cllr Geens*)

 - 7.5 Planning Committee: Cllr Patrick
 - 7.6 F&GP Committee: Cllr Michael

8. Chairman's Report

9. Planning Committee:

Councillors are reminded to view plans on the MHDC Website.
Planning Application No: 14/000245/HOU
Proposal: Two storey extension to left side of building
Location: Bootridge Farm, Stonehall Common, Kempsey, WR5 3QQ

For Information Only:
Planning Application No: 13/01578/HOU
Proposal: Rear extension to form garden room
Location: Yew Tree Cottage, Stonehall Common, Kempsey, WR5 3QG

10. Finance:
 1. To authorize payments to be made as per schedule of payments list distributed.
 2. Bank Reconciliation Statement Balance – For Information.
 3. Please note Internal Auditor Mr Bob Stokes no longer wishes to continue to offer his services for 2014/15 – Engage Services of new Internal Auditor
 4. Motion to consider using electronic payment methods such as direct debit and debit cards and amending model financial regulations from NALC which must be adopted if we take advantage of this change. (*Cllr Rea*)
 5. To clarify that monies of £70K plus interest held in the NatWest Account are ear marked reserves held by the Council as at 31.03.14 for the purpose of a Community Centre Development Fund.

11. Vacancy for A Councillor - following the resignation of Cllr Hart
12. Update on Outside Bodies Update (*Cllr Rea*)
13. Update on Cleaning the War Memorial (*Cllr Rea*)
14. Motion to approve the content of the questionnaire and flyer for the Neighbourhood Development Plan (*Cllr Rea*)
15. Motion to agree a delivery method and associated costs for delivery of The Annual Newsletter together with an Neighbourhood Development Plan Questionnaire & Flyer (*Cllr Hay / Rea*)
16. Update on development of a logo for Kempsey Parish Council (*Cllr Stevens*)
17. Motion to appoint an independent computer support company to provide support and maintenance for all aspects of the Parish Office computer system. (*Cllr Geens*)

Under The Public Bodies (Admission to Meeting(s)) Act 1960 to consider excluding the public and press from agenda item 18. as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

18. Motion to consider support of Application for Discretionary Rural Rate Relief.
19. **Date of Next Meeting: 12th May 2014 at Kempsey Community Centre at 7.30pm**