

# KEMPSEY PARISH COUNCIL

Mrs S Baxter  
Clerk and Financial Officer

Parish Office  
Community Centre  
Main Road  
Kempsey  
Worcester WR5 3LQ

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Dear Councillor

**YOU ARE DULY SUMMONED TO ATTEND THE NEXT MEETING OF  
KEMPSEY PARISH COUNCIL TO BE HELD ON  
MONDAY 11<sup>th</sup> FEBRUARY 2013 AT 7.30 PM  
TO CONCLUDE NO LATER THAN 9.30PM IN THE COMMUNITY CENTRE  
where the business set out in the agenda below will be transacted.**

*S BAXTER*

Clerk & Responsible Finance Officer

Tel: 01905 828183

6<sup>th</sup> February 2013

## 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 Meeting of 28<sup>th</sup> January 2013 (enclosed)

- 5. Correspondence for Information:** Available for inspection prior to this meeting
  1. Letter from FLAG – please refer to agenda item 15.
  2. 2x Letters from Mr. David Hunter – Prospect Cottage 1. Concerns Kempsey Common
    2. Damage to Track on Kempsey Common
  3. Response to Police and Crime Commissioner on Policing and Budgets
  4. Letter from West Mercia Police – Gypsy and Traveller Encampments
  5. Information – Communities to receive cash boost for choosing development
  6. MHDC recycling collection service – Important Changes
  
- 6. Reports from representatives:** To receive an update
  - 6.1 Police Report - Crime Statistics
  - 6.2 County Councillor
  - 6.3 District Councillor
  
- 7. Reports from Committees (Update Only):**
  - 7.1 Recreation Committee
  - 7.2 Commons and Hams Committee
  - 7.3 Community Centre
  - 7.4 Environment Committee: (Cllr Stevens)
    1. Update on Rocky Improvement Scheme
    2. Update on Lengthman’s Activities
  - 7.5 Planning Committee
  - 7.6 F&GP Committee
  
- 8. Chairman’s Report**
  
- 9. Recreation Committee: (Cllr Campbell)**
  1. Proposal to accept quotation for removal of rubbish and soil in the south east corner of Plovers Rise Playing Field.
  
- 10. Community Centre Committee (Cllr Hay)**
  1. Motion to accept a quotation for the installation of a suspended ceiling for the Hair Gallery
  
- 11. Commons & Hams (Cllr Bannister)**
  1. Proposal to purchase 6 Hereford Cross cows for the purpose of managing Ashmoor Common as per Natural England recommendations for acceptable management of the commons (see supporting paperwork for facts and figures)
  
- 12. Finance:**
  - 12.1 To consider payments to be made as per schedule (please see attached)
  - 12.2 Bank Reconciliation Statement Balance – For Information.
  
- 13. Planning Application:** To consider planning applications referred by MHDC for comment:
 

Planning Application No: 12/01615/LBC  
 Proposal: Replacement of 7 no. existing timber windows with new timber frames and glass  
 Location: Clerkenleap, Bath Road, Broomhall, Worcester, WR5 3HR

**For Information:**  
 Planning Application No: 12/01629/FUL/ 17 Main Road, WR5 3PA/ Approval  
 Planning Application No: 12/01649/FUL/ 17 Broomhall Cottages, WR5 2NX / Approval  
 Planning Application No: 12/01546/HOU/8 Broomhall Cottages, WR5 2NX/ Approval

Notification from The Planning Inspectorate – Site at 7 Post Office Lane, Kempsey, WR5 3NS  
 Appeal Decision: Permission Granted
  
- 14. Annual Parish Meeting – To Discuss and Agree Time/Date/Venue and Guest Speaker**
  
- 15. FLAG request** to seek approval to use The Community Centre as the Village Emergency Reception centre (please refer to letter in correspondence)
  
- 16.** To receive an update from the Clerk on progress for seeking alternative methods of distribution of Parish Council correspondence. (please refer to information distributed)

- 17. Proposal to accept the Legionella Risk Assessments for the Community Centre and the Sports Pavilion and to seek quotations to address risks identified. (Cllr Hay)** Please note report is available for inspection in The Parish Office. (Request to discuss in Confidential Session)
- 18. Proposal to accept the Asbestos Survey Report for The Community Centre and address any risks identified accordingly. (Cllr Hay).** Please note report is available for inspection in The Parish Office. (Request to discuss in Confidential Session)
- 19. Policy Documents – For Information.** Update to the Council’s Communication Policy, Complaints Procedure and Disciplinary Procedure. (Cllr Rea)
- 20. Motion to approve the purchase of a fire safe for the storage of the Parish Councils sensitive documents and data. (Cllr Rea)**
- 21. To review/agree Hire Charges for Room 1 (Cllr Bowley)**
- 22. Motion to approve the clearance of the Passage way located at the side of the Parish Office and if required to hire a skip for the removal of rubbish (Cllr Rea)**
- 23. Motion to approve Terms of Reference** governing the operation of the NDP Working Party in preparation of the Parish Neighbourhood Development Plan. Please refer to Terms of Reference, Rationale and Statutory Instruments 2012 No.637 attached (Cllr Bowley)
- 24. Date of Next Meeting: Monday 11<sup>th</sup> March 2013 at Kempsey Community Centre 7.30pm**