



PARISH COUNCIL  
*Kempsey*

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Parish Office  
Community Centre  
Main Road  
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Worcester WR5 3LQ

Dear Councillor

**YOU ARE DULY SUMMONED TO A PARISH COUNCIL MEETING OF  
KEMPSEY PARISH COUNCIL TO BE HELD ON  
MONDAY 8<sup>th</sup> FEBRUARY 2016 AT 7.30 PM  
AT THE COMMUNITY CENTRE**

Where the business set out in the agenda below will be transacted.

*S BAXTER*

Clerk & Responsible Finance Officer  
2<sup>nd</sup> February 2016

## **AGENDA**

1. Apologies: To receive apologies for absence and approve 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 on 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 length of time any person can speak during Public Question Time shall be restricted to 5 minutes or longer at the discretion of the Chairman. Points raised by a parishioner should be concise and to:

raise new issues, request an update on a previously raised matter or offer new information on an existing issue.

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 Parish Council Meeting of Monday 11<sup>th</sup> January 2016
5. Correspondence for Information:
  1. Condition of Road Surface, Elgar Drive, Kempsey, WR5 3PU – For Information Only
  2. Letter received from Mr. Bowley 28.01.16 – Community Youth Centre
  3. FOI Request dated 28.01.16 from Mr. Bowley – Community Youth Centre

6. Reports from representatives: To receive an update:-
  1. Neighbourhood Watch – Crime Alert Information
  2. County Councillor’s Report – Cllr R Sutton
  3. District Councillor’s Reports – Cllrs Harrison/Michael
  4. Neighbourhood Development Plan (NDP) Update (*Mr.M.Biddle/Cllr Smith*)
    - a. Proposal to amend the resolution passed at the EOM 23.10.15 (agenda item 5a.) - To change the dates of the Public Consultation to 12<sup>th</sup> and 16<sup>th</sup> March 2016 , or alternative dates depending on venue availability.
    - b. Proposal to amend the resolution passed at the EOM 23.10.15 (agenda item 5c.) to change the date of the 6 week Public Consultation period to commence from Saturday 12<sup>th</sup> March 2016 (or from when the venue is available)
    - c. Proposal to approve the 4 page NDP summary document.
    - d. Proposal to print 1500 copies of the 4 page summary document for household distribution.
    - e. Proposal to print 200 copies initially of the full NDP Document for Public Consultation purposes.
  
7. Committee Report Updates and Proposals
  1. Environment: Cllr Smith
    - a. Update on Community Speed Watch – Safer Roads Partnership
    - b. Proposal to hire a shredder including safety equipment to tidy up cuttings (created by the Lengthsman) for attending to two jobs located on the Main Road. (*Cllr Smith*)
    - c. Proposal to pay the Lengthsmen travelling expenses at a rate of 30 pence per mile for mileage incurred for travelling outside the Parish boundary. (*Cllr Smith*)
    - d. Proposal to purchase and install two Interpretation Panel Frames in A2 size for the Rocky (*Cllr Bannister*)
  2. Commons and Hams: Cllr Waller
    - a. Proposal to appoint a contractor to carry out cutting and chipping of areas of gorse and brambles on Kempsey and Stonehall Commons.
    - b. Proposal to appoint a contractor to carry out ditching and edging works on Stonehall Common
    - c. Update on Ashmoor Common management and proposals arising.
    - d. Proposal for the C&H Committee in conjunction with the Clerk to purchase cattle up to a value of £4.5K to be grazed on Ashmoor Common.
    - e. Proposal to move ‘ring fenced’ funds for Ashmoor Common into a notional earmarked reserve for Ashmoor Common Funds.
    - f. Update on actions to resolve the issue of grazing horses on Kempsey Common and proposals arising.
    - g. Proposal to obtain a copy of the Kempsey section of the Commons Register from Worcestershire County Council
    - h. Proposal to appoint JCP Solicitors to advise on restricted works on Kempsey Common.
    - i. Proposal to replenish the legal expenses of £750.00 from contingency to appoint JCP during Financial Year 2015/16.
    - j. Proposal for the C&H Committee in conjunction with the Parish Office to carry out a targeted public consultation on the restricted works proposed on Kempsey Common.
  3. Recreation: Cllr Frazer-Cann
    - a. Update on tree clearance behind the Youth Centre building.
    - b. Proposal to appoint a contractor to carry out roof and soffit repairs to the Sports Pavilion
  4. Community Centre: Cllr Bevan
    - a. Proposal to purchase two hand dryers for the ladies and gents toilets.
  5. Planning: Cllr Patrick
 

Notification of application for Planning Permission – Kempsey Lawn Tennis Club to install flood lighting to Court 3.
  6. Finance & General Purposes: Cllr Geens
    - a. Proposal to accept changes to Financial Regulations in respect of Annual Budgets for Revenue and Capital and Budgetary Control. (*Cllr Waller*)
    - b. Proposal to clarify the requirements for carrying forward unspent funds from one financial year to the next. (*Cllr Waller*)
    - c. Proposal to revamp/renew the Chain of Office (*Cllr Geens*)
    - d. To consider purchase and display of an illuminated Christmas tree in the Village for 2016 (*Cllr Geens*)
  7. Staffing Committee: Cllr Geens
  8. Chairman’s Report: Cllr Geens

8. Finance
  1. To authorize payment of accounts as per schedule
  2. Bank Reconciliation Statement Balance – For Information Only
  3. Final Agreed Budget 2016/17 – For Information Only
  4. Ashmoor Common Expenditure – For Information Only
9. Report by Investigative Committee (*Cllr Waller*)
10. Progress Update on the Community Youth Centre (*Cllr Geens*)
  - a. Update on electrical works at the Youth Centre
  - b. Proposal to appoint contractor to attend to electrical reports (Code 2 – Urgent- following 5 year Fixed Wiring Report.
11. To consider organizing a Village Tidy- Up - Clean for The Queen (*Cllr Geens*)
12. Invitation to participate in a special tribute to HM the Queen on her 90<sup>th</sup> Birthday Beacons – 21<sup>st</sup> April 2016 (*Cllr Geens*)
13. Update on Land Registration (*Cllr Geens*)
14. **Date of next meeting: Monday 11<sup>th</sup> March 2016 at 7.30pm at Kempsey Community Centre.**