



PARISH COUNCIL
Kempsey

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Dear Councillor

**YOU ARE DULY SUMMONED TO A PARISH COUNCIL MEETING OF
KEMPSEY PARISH COUNCIL TO BE HELD ON
MONDAY 14th NOVEMBER 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
8TH November 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 12th September 2016
 - Monday 10th October 2016
5. Correspondence for Information:
 1. Animal & Plant Health Agency – TB Testing Arrangements – Advisory Letter
 2. Letters from Mr. R C Bowley dated 05.10.15, 12.10.16 & 31.10.16 and response – Auto Enrolment Staff Pension Scheme
 3. Letter from Fleetwood Heir Hunting Re: Deceased Estates
 4. Email Correspondence BT Payphones/removal
 5. ICO Letter/email dated 12.10.16 – requires a response by 10.11.16

6.
 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 (*Cllr Smith*)
 - a. Proposal to accept the latest version of the NDP document with the addition of minor changes agreed at the Review meeting on 09.11.16 with Councillors and Workshop members
 - b. PGA Management Update

7. Committee Appointments
 - a. To appoint a Vice Chairman following the resignation of Cllr Patrick
 - b. To appoint Staffing Committee (Comprising of Chairman & Vice Chairman)
 - plus
 - i. One Member selected by the Clerk
 - ii Parish Council representative

8. Vacancy for a Councillor to be filled by co-option – For Information.
Application forms to be returned to the Clerk by 5pm on 2nd December 2016 for consideration at the Parish Council meeting on Monday 12th December 2016

9. Committee Report Updates and Proposals
 1. Environment: *Cllr Smith*
 - a. Proposal to advise the dog businesses that they are entitled to use public waste bins whilst walking their dogs in public areas.
 2. Commons and Hams: *Cllr Waller*
 - a. Proposal for the PC to renew the contract with Mr. C. Gove – Re: Cattle on Ashmoor Common (subject to his agreement)
 3. Recreation: *Cllr Fraser-Cann*
 - Update on pavilion roof repair.
 - Update on water heater repair or replacement at pavilion.
 4. Community Centres: *Cllr Michael*
 5. Planning: *Cllr Patrick*
 6. Finance & General Purposes: *Cllr Geens*
Recommendations from F&GP Committee meeting on 24.10.16
 - a. Proposal to modify Standing Orders appertaining to Kempsey Community Centre to include Kempsey Youth Centre.
 - b. Proposal to have the ability in Financial Regulations for Committees to be able to spend up to £250 on small works (non-emergency) within each committees defined budget, without having to wait for full council approval. A new financial regulation to be created under orders for work, goods and services (page 11). Wording to include running decisions by the Clerk and preferred contractors.
 - c. Proposal to backdate and sign The Memorandum of Agreement between PGA Management, Taylor Wimpey and Kempsey Parish Council.
 - d. Proposal that F&GP has oversight of development of the new community centre and recreation facilities assisted by a subcommittee comprising of specialists and councillors.
 - e. Proposal to increase the amount per annum to the Church for graveyard maintenance to £2,500. To be reviewed on annual basis.
 - f. Proposal that the credit settlement terms on all invoices would be 28 days.
 - g. Proposal to leave current staff pensions as they are.
 - h. Proposal to include the Chairman’s report and the report from District Councillors David Harrison/John Michael on the website.
 - i. Proposal that each committee will consider what volunteers are needed for their area (For example Haywarden, Allotment Needs Assessor, Footpath Warden) and come up with a form of words to go on the website to promote these volunteer roles.
 7. Staffing Committee: *Cllr Geens*
 8. Chairman’s Report: *Cllr Geens*

10. Finance
 1. To authorize payment of accounts as per schedule
 2. Quarterly Budget Monitoring to June 2016 and September 2016

11. Welcome packs for new residents. Update on progress. (*Cllr Patrick*)

12. **Date of next meeting: Monday 12th December 2016 at 7.30pm at Kempsey Community Centre.**