PARISH COUNCIL
Kempsey

Mrs S Baxter
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Dear Councillor

YOU ARE DULY SUMMONED TO A PARISH COUNCIL MEETING OF KEMPSEY PARISH COUNCIL TO BE HELD ON MONDAY 12th OCTOBER 2015 AT 7.30 PM IN THE COMMUNITY CENTRE

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

S BAXTER
Clerk & Responsible Finance Officer
5th October 2015

AGENDA

1. Apologies: To receive apologies for absence and approve reason for absence

2. Declarations of Interest
   1. Register of Interests: Councilors 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 14th September 2015

5. Correspondence for Information:
   1. Freedom of Information Request 10.09.15 from Mr. Bowley – Re: My letter 10th August 2015 and response
   2. Freedom of Information Request 10.09.15 from Mr. Bowley – Re: My Letter 17th August 2015and response
   3. Request from Parochial Church Council – Request for a dog waste bin
   4. Letter from Ian Murray Associates – Vehicular Access across Kempsey Common
   5. Letter from Hanley Castle High School – consulting on an admission arrangements to make it easier for pupils from Twyning School to secure places in Year 7.
   6. Letter from Hanley Castle High School – Investigate the possibility of forming a multi-academy trust.

6. Reports from representatives: To receive an update:-
    1. Neighbourhood Watch - Crime Alerts 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)*
        a. Proposal to agree to release latest version of NDP document for public consultation *(Cllr Smith)*
        b. Proposal to hold the NDP Public Consultation at St Mary's Church. *(Cllr Smith)*

7. Committee Report Updates and Proposals
    1. Environment: Cllr Smith
        a. Update on footpaths
        b. Update on the Rocky
        c. Proposal to appoint a Part Time Assistant Lengthsman Vacancy following interview process
        d. Proposal to request delegated powers in conjunction with the Clerk to appoint/recruit a Lengthsman to replace Mr. Clarke.
        e. Proposal to accept quotation from contractor for revised cost to strim Rocky *(Cllr Blackwell)*
    2. Commons and Hams: Cllr Waller
        a. Emergency access notices for Commons; recommendation to PC to accept quotes for production and fixing *(Cllr Bevan)*
    3. Recreation: Cllr Frazer-Cann
        a. Update on football stop netting
    4. Community Centre: Cllr Bevan
    5. Planning: Cllr Patrick
    6. Finance & General Purposes: Cllr Geens
        a. Proposal to approve amended changes to Standing Orders document in respect of meetings and membership
        b. To appoint an additional council member to serve on the Staffing Committee
        c. Proposal for the Clerical Assistant to take unpaid leave during quieter work periods.
        d. Proposal to administer a timesheet for monitoring staff hours.
        e. Reminder to all Committees to devise budgets for 2016/17 to present to F&GP Committee meeting on Monday 16th November 2015 at 7.30pm at Kempsey Community Centre
    7. Staffing Committee: Cllr Geens
    8. Chairman's Report

8. Finance
    1. To authorize payment of accounts as per schedule
    2. Bank Reconciliation Statement Balance – For Information Only
    3. Quarterly budget information – For Information.

9. Update on the Community Youth Centre
    1. Proposal as from 14th November 2015 when the current lease expires for Kempsey Parish Council to take over the ownership of the Youth Centre Building and spend approximately £80K on refurbishment costs. *(Cllr Smith)*
    2. Proposal to approach a solicitor to establish costs of transfer of ownership of the building to the Parish Council *(Cllr Geens/Bevan)*
    3. Proposal to send £500 immediately to service the fire alarm and fire extinguishers at the Youth Centre *(Cllr Smith)*

10. **Date of next meeting: Monday 9th November 2015 at 7.30pm at Kempsey Community Centre.**

Under The Public Bodies (Admission to Meeting(s)) Act 1960 to consider excluding the public and press from agenda item 11. Due to the commercially sensitive nature of the item of the business to be transacted.

11. To appoint on a consultancy basis a Project Manager to action and manage negotiations on the Parish Council's behalf in conjunction with NDP. *(Cllr Patrick)*