

# KEMPSEY PARISH COUNCIL

Mrs S Baxter  
Clerk and Financial Officer

Parish Office  
Community Centre  
Main Road  
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Dear Councillor

**YOU ARE DULY SUMMONED TO ATTEND THE NEXT MEETING OF  
KEMPSEY PARISH COUNCIL TO BE HELD ON  
MONDAY 13<sup>th</sup> APRIL 2015 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  
8<sup>TH</sup> April 2015

## 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.

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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 Parish Council meeting of Monday 9<sup>th</sup> March 2015
  - The Extra Ordinary Parish Council meeting of Monday 23<sup>rd</sup> March 2015
5. Correspondence for Information:
  1. Email from Kim Freeman – Repairs/replacement of footpath stiles in Kerswell Green
  2. Play Area Safety Inspection Report 2015 – Available in Parish Office for Inspection
  3. Letter from Julia Pugh – Request and offer of assistance for additional dog waste bin
  4. Letter from Post Office – Decision re-opening Post Office at 36 Main Road, Kempsey
  5. Correspondence between Peter Butler and District Councillor Adam Rea – Northern Area Development Management Committee
  6. Resignation and acknowledge by The Council of Cllr Stevens

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*)
    1. Proposal for The Council to approve NDP 4<sup>th</sup> draft discussion to be adopted as the pre-consultation document and progress forward onto the 6 week consultation. (*Cllr Smith*)
  
7. Report Update including Proposals from Committees:
  1. Recreation Committee: Cllr Campbell
    1. To approve quote to supply and erect signs at the playing field at Plovers Rise.
  2. Commons and Hams Committee: Cllr Bowley
    1. Motion for the Parish Council to arrange, under its chairmanship, a meeting to which will be invited all parties utilising grazing rights on Kempsey Common, Worcester County Council and adjacent landowners/lessees to discuss co-operation in respect of usage and maintenance of the Common.
    2. Proposal to investigate the setting up of a Commons Association to provide an ongoing forum for discussion of management issues relating to Kempsey Common
    3. Proposal to purchase and install on locked gates to Ashmoor, Kempsey and Stonehall Commons signs advising how to obtain access in case of an emergency. (These can be purchased and fitted within Clerks approval limit of £100).
  3. Community Centre: Cllr Geens
  4. Environment Committee:
    1. Proposal for Rocky path way repairs – (*Cllr Blackwell*)
    2. Proposal to appoint a new chairman for Environment Committee until end of municipal year following resignation of Cllr Stevens.
  5. Planning Committee: Cllr Patrick
  6. F&GP Committee: Cllr Michael
    1. Proposal to amend Financial Regulations for clarity/transparency for budget/precept purposes.
    2. Proposal to amend Standing Orders regarding Planning Committee method of working and responsibility - Cllr Geens.
    3. Proposal to amend standing orders to state all staff should leave the room when they are the subject of discussion
    4. Proposal to add new clause to financial regulations to permit non-emergency expenditure up to £100 to be pre-authorised by the Clerk who will maintain a record of request.
    5. Proposal to allow Confidential Minutes to be written to provide a brief statement for minute purposes and to keep a separate file for confidential reports (if necessary) to be cross referenced back to the minute book only.
    6. Proposal that electronic distribution of all documents will be issued to all Councillors on email and those that are not on the list will liaise with the Parish Office directly. This is subject to review.
    7. Update on insurance cover for PACT – Information circulated (*Cllr Geens*)
  7. Staffing Committee: Cllr Michael
    1. Proposal to pay the necessary fee (based on precept) to assess Clerk's remuneration/salary scale using National Job Evaluation Scheme.
    2. Update on revised staff pension arrangements due to commence November 2016 - (*Cllr Bowley*)
    3. Update - Recovery of salary paid to the Clerk via Insurance Company (*Cllr Geens*)
  
8. Chairman's Report
  
9. Finance:
  1. To authorize payments to be made as per schedule of payments list distributed.
  2. Bank Reconciliation Statement Balance – For Information.
  3. Proposal to accept recommendations from Kempsey Parish Council Portfolio Working Party to reinvest existing savings plus set up any new investments (Cllr Waller)
  
10. Proposal to pay legal fees to register Playing Fields (Plovers Rise) and The Community Centre (Cllr Michael)

11. Motion to consider support of Application for Discretionary Rural Rate Relief in respect of Huntsman Inn, Green Street, Kempsey

**Under The Public Bodies (Admission to Meeting(s)) Act 1960 to consider excluding the public and press from agenda item 12. as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.**

12. Proposal to accept negotiated terms of lease with The Hair Gallery (*Cllr Geens*)
13. **Date of Next Meeting: 18th May 2015 at Kempsey Community Centre at 7.30pm**

**Please note Annual Parish Meeting will take place on Monday 11<sup>th</sup> May 2015  
At Kempsey Community Centre at 7.30pm**







