

KEMPSEY PARISH COUNCIL

Mrs S Baxter
Clerk and Financial Officer

Parish Office
Community Centre
Main Road
Kempsey
Worcester WR5 3LQ
E-mail: kempseyparishcouncil@gmail.com
Tel: 01905 828183

Dear Councillor

**YOU ARE DULY SUMMONED TO ATTEND THE NEXT MEETING OF
KEMPSEY PARISH COUNCIL TO BE HELD ON
MONDAY 14th JULY 2014 AT 7.30 PM IN THE COMMUNITY CENTRE
where the business set out in the agenda below will be transacted.**

Sharon Baxter
Clerk
Tel: 01905 828183
8TH July 2014

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.
Requests from Cllr Gerrard and Cllr Bevan – Planning Application No: 14/00625/FUL indicates an alternative access route via Oakfield Drive, where both councillors' reside.

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 9th June 2014.
5. Appointment of Councillor Vacancy by co-option
6. Appointment of Staffing Representative (Clerk's Representative)
7. Correspondence for Information:
 1. Thank you letter from Rev Mark Badger – Graveyard Extension
 2. Request from Rachel Hallam – Kempsey Primary School – Travel Issues
 3. WCC - Consultation on Statement of Community Involvement – Comments to be made by 30th July 2014
 4. WCC – Consultation – Worcestershire County Council's Draft Planning Validation Document Validation Document – comments to be made by 30th July 2014
 5. Emma Hancox – Flooding and Historic Environment Project – For Information

8. Reports from representatives: To receive an update
 - 8.1 Neighbourhood Watch - Crime Alert Information.
 - 8.2 County Councillor
 - 8.3 District Councillor
 - 8.4 Neighbourhood Development Plan Update (*Mr. Mike Biddle*)
 - 8.5 Motion to approve appointment of Consultant to advise us on the best way to progress development of the Parish NDP. It is anticipated further advice and assistance will be sought from the same consultant as we progress the plan's development. Two consultants have been approached and information circulated. (*Cllr Bowley*)

9. Report Update including Proposals from Committees:
 1. Recreation Committee: Cllr Campbell
 - To approve a contractor to remove waste from the playing field at Plovers Rise

 2. Commons & Hams Committee: Cllr Bowley
 - Proposal to allow Mr Grantham to carry out proposed works to the track at Cornerstones Kempsey Common (as per information circulated.)
 - Motion to ring fence and carry forward all revenues received in respect of Ashmoor Common (Natural England grant, surplus on cattle account etc.). Our legal obligations re maintenance of the Common, an SSSI site, are ongoing and are not dependent on receipt of grants from Natural England. This work is, due to the circumstances of the Common, extremely expensive and we need to preserve funds to meet these ongoing costs when there is no support from Natural England.
 - Motion to appoint CRC Ecology Ltd (Colin Cross) to prepare a management plan for Ashmoor Common and negotiate its acceptance by Natural England generally. (A quotation has been circulated separately to all councillors.) The Parish Council to set an upper limit on cost.
 - Proposal to recommend the production of the Commons Bye Law signs in A2 size format
 - Motion to approve a donation to Mr Allaway the sum of £50 as a contribution towards fuel costs for grass cutting Kerswell Green free of charge, sum allocated in budget 2014/15.
 3. Community Centre: Cllr Geens
 4. Environment Committee: Cllr Stevens
 5. Planning Committee: Cllr Patrick
 6. F & GP Committee: Cllr Michael
 7. Staffing Committee: Cllr Michael
10. Chairman's Report : Update Church Fete/Parish Council Stand

11. Finance:
 1. To authorize payments to be made as per schedule of payments list distributed.
 2. Bank Reconciliation Statement Balance – For Information
 3. Quarterly Budget Monitoring – For Information.
 4. To update/amend Bank Signatories to HSBC Accounts as indicated on Risk Schedule.
 5. To appoint a new Internal Auditor (Information circulated)

12. To clarify specifically to whom, when and the circumstances under which the payment of £5K be made in respect of the extension to the church grave yard. (*Cllr Bowley*)

13. To decide on policy with regard to each of The Local Government Pension Scheme Discretions Policy, publish a statement of the policy and send to employees enrolled in the Local Government Pension Scheme. (*Cllr Michael*)

14. Proposal to approve the appointment of an IT Consultant to deal with IT systems within the Parish Office. Person to be appointed as and when required. (*Cllr Geens*)

15. Discussion to clarify position of persons appointed by the Parish Council to Church Lands, Old Free School (commonly known as Kempsey Parish Hall Trust) and Kempsey Community Youth Centre and Parochial Church Council. (*Cllr Bowley*)

16. Youth Centre Update (*Cllr Michael*)

17. Motion to respond to Geoffrey Prince Associates Ltd in acquiring The Inn at Stonehall as a Community Asset (*Cllr Bowley*)
- 18. Date of Next Meeting: 11th August 2014 at Kempsey Community Centre at 7.30pm**