

KEMPSEY PARISH COUNCIL

Mrs S Baxter
Clerk and Financial Officer

Parish Office
Community Centre
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Dear Councillor

**YOU ARE DULY SUMMONED TO ATTEND THE NEXT MEETING OF
KEMPSEY PARISH COUNCIL TO BE HELD ON
MONDAY 11th AUGUST 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
5th August 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.

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 14th July 2014
5. To formally appoint Cllr Smith to Environment and Commons & Hams Committees
6. Correspondence for Information:
 1. WCC – Worcestershire Minerals Local Plan: Call for Sites – Please respond by 22nd August
 2. PCC – Thank you letter for Church Fete – For Information
 3. Resignation Letter – Assistant Clerk (available to view in the Parish Office)
 4. Letter from East Kempsey Action Group (EKAG) Planning Application 14/00625/FUL (David Wilson Homes) in Post Office Lane and response
 5. Copy letter sent to District Councillors from EKAG in respect of the above item.

7. Reports from representatives: To receive an update
 1. Neighbourhood Watch - Crime Alert Information.
 2. County Councillor
 3. District Councillor
 4. Neighbourhood Development Plan Update (*Mr. Mike Biddle*)

8. Report Update including Proposals from Committees:
 1. Recreation Committee: Cllr Campbell

 2. Commons & Hams Committee: Cllr Bowley
 1. Proposal to recommend to Parish Council a response to the non-freedom of information aspects of Mr Halfords letter dated 7/7/14
 2. Proposal to recommend replacement tree for Western Power to supply for Kempsey Common.
 3. To approve felling and removal of fallen oak tree on Normoor Common at cost of approx. £250.00. An old oak has split at the base, one half blocking a footpath and the other considered to be in a dangerous state. Proposed as above with the brush chipped and removed and the logs stacked for the use of parishioners.

 3. Community Centre: Cllr Geens
 1. Proposal to accept quotation for the supply and fitting of an extractor fan with humidity switch in the nursery staff toilet/laundry. This needs to be installed prior to plastering work being done in there.
 2. Proposal to accept quotation to install an emergency call system in the disabled WC as a requirement of BS8300.

 4. Environment Committee: Cllr Stevens
 1. Update: Overgrown hedges along the A38
 2. Update on The Rocky to include the damaged footpath, planned tree works, fencing around the fish pass and signage.
 3. Discussions about employing the services of a second Lengthsman / Caretaker
 4. Use of new Logo on Parish Council noticeboards.
 5. Motion to purchase and install a bench in memorial of Bob Bullock to include an inscription up to a total of £800. See included information for further details.
 6. Motion to write to Worcestershire County Council supporting the efforts by Kempsey Primary School to have improvements made to the footpath along Post Office Lane to encourage parents and pupils to walk to school.

 5. Planning Committee: Cllr Patrick

 6. F & GP Committee: Cllr Michael
 1. Recommendation that the website is to be used solely for the purpose of Parish Council business, to be operated by The Clerk, with a hyperlink to an additional website for all other village information. To recommend a Working Party is formed to co-ordinate this project.
 2. Motion to trial the provision of paper and ink cartridges for a six month period to councillors on completion of a stationery request form.
 3. Motion to agree the same basis and rate for claiming Councillors mileage allowance following review.
 4. Proposal not to pursue electronic banking as a payment method but to pay utility bills by direct debit and to amend Financial Regulations to reflect this.
 5. Proposal to review all Council policies and procedures via a Working Party
 6. Re-evaluation of Asset Register values - Motion to agree to revalue The Community Centre, Sports Pavilion and Playing Field for insurance purposes and that each committee look at the value of the remaining assets on the schedule of fixed assets to identify if values are correct or require amending.
 7. Motion to agree to amend Financial Regulations to permit non-emergency expenditure up to the value of £100 to be pre-authorized by The Clerk who will maintain a record of requests.
 8. Proposal to approve the draft letter from the Parish Council to Chief Executive of Worcestershire County Council, Clare Marchant, supporting the continuation of WCC annual Grant to CALC.

 7. Staffing Committee: Cllr Michael

9. Chairman's Report
10. Finance:
 1. To authorize payments to be made as per schedule of payments list distributed.
 2. Bank Reconciliation Statement Balance – For Information
 3. Further Parish Office Expenditure in respect of NDP Work – For Information Only
To deduct from the £5K milestone payment
11. Update/discussion at the Inn at Stonehall (*Cllr Waller*)
12. Youth Centre Update: Cllr Michael
13. Proposal to seek volunteers to help service the Parish noticeboards with effect from 01.09.14 due to Cllr Blackwell no longer wishing to carry out these duties.
14. Proposal to instruct Yan Gittens (Fisher German) to initiate allotment rent review (*Cllr Bowley*)

Under The Public Bodies (Admission to Meeting(s)) Act 1960 to consider excluding the public and press from agenda items 15 as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.
15. To determine the actions required in respect of the Assistant Clerk's resignation letter
16. **Date of Next Meeting: 8th September 2014 at Kempsey Community Centre at 7.30pm**

