

KIDDERMINSTER FOREIGN PARISH COUNCIL

CHAIRMAN:

Councillor Mr. J. Gammond

Tel: 01299 400750

CLERK TO THE COUNCIL:

Mrs E. Whitehouse

Tel: 01299 861026

Councillors are summoned to attend the

ANNUAL MEETING OF THE PARISH COUNCIL

to be held in TRIMPLEY VILLAGE HALL on

MONDAY 15th MAY 2023
at 7.30p.m.

**Members of the public, police and press are welcome to join
the meeting and raise matters with councillors**

County and District Councillors are also invited to attend.

Agenda for the meeting is overleaf/below.

**ALL PRESENT ARE EXPECTED TO OBSERVE THE COUNCIL'S
CODE OF CONDUCT AND TREAT EVERY PERSON WITH DUE
RESPECT.**

Please do NOT attend if you have symptoms of COVID-19

Dated: 5th May 2023

Elsie Whitehouse
Clerk to the Council

e-mail: clerk.kiddfor.pc@googlemail.com

AGENDA FOR THE ANNUAL MEETING of the PARISH COUNCIL – 15th May 2023

Police Report and Public Open Forum During this time, Elected Councillors also to sign Declaration of Acceptance of Office, as witnessed by the Clerk.

1. **Appointment of Chair for 2023/24** – Cllr. Gammond to ask for nominations and seconds, and a vote will be taken and the elected **Chair to Sign Declaration of Office as Chairman** (D)
2. **Apologies for Absence and Approval of Reasons.** (I) indicates that the item is for information; ((D) indicates that it requires a decision)
3. **a) Declarations of Interest / Dispensations :** a) Register of interests: Councillors are reminded of the need to update their register of interests; b) To declare any Disclosable Pecuniary Interest in items on the agenda and their nature; c) To declare any Other Disclosable Interests in items on the agenda and their nature d) Details of any dispensations submitted or requested. Councillors who have declared a Disclosable Pecuniary Interest or any Other Disclosable Interest must leave the room for the relevant items. Failure to register or declare a Disclosable Pecuniary Interest may result in the commission of a criminal offence. Note: Members general disclosed interests can be found on the District Council website : <http://www.wyreforesdc.gov.uk/the-council/councillors-committees-and-meetings/town-and-parish-councils.aspx>
4. **Appointment of Vice Chair for 2023/24** (D)
5. **Confirmation of other officers for 2023/23=4 – including:**
 - **Parish Rights of Way Warden & Tree Wardens**
 - **Lengthsman liaison re works in the parish** (currently Cllr. B. Phillips)
 - **Worcestershire CALC Area Representatives** (2 – currently Cllrs. Holford and Stone)
 - **Trimpley Crossroads Noticeboard posting**
6. **Approval of the Minutes of the Parish Council meeting held 17th April 2023** Enc.
7. **Chairman's Report for Year 2022/23** (I)
8. **County & District Councillors Reports.** (I)
9. **Planning and Development Control.**
 - a. **New applications received inc. up to date of meeting:** None as at date of Agenda. (D)
 - b. **Update on previous applications**
 - 22/0942/HOU** - Single storey side/rear extension at 13 Habberley Lane, Low Habberley – **Approved.**
 - 23/0179/S73:** Variation of condition 12 to substitute drawing detailing revised external materials at Highlands , Trimpley Lane, Shatterford - **Pending Decision**
 - 23/0200/FUL:** Residential Development of 120 Dwellings, Access from Habberley Road, Public Open Space and Landscaping, Surface Water Attenuation and Associated Infrastructure – **Pending Decision**
 - c. **Compliance Issue matters and Appeals –** (I)
 - Appeal Reference APP/R1845/W/20/3263496** - Conversion of former stable building to dwelling (Use Class C3), together with new vehicular access and closure of existing vehicular access (to pedestrian access only– **No decision yet received re appeal.**
 - Appeal Reference APP/R1845/W/21/3281433** - Northwood Farm , Northwood Lane, - Change of use - Agricultural to Dog Breeding Kennels(21/0029) -.- **No decision yet received re appeal.**
 - Appeal Reference APP/R1845/W/22/3309021** - Land At Os 381000 277300, Habberley Lane, Low Habberley, Kidderminster. Outline planning application (with all matters reserved except for means of access) for erection of up to 124 dwellinghouses, including public open space and landscaping surface water attenuation and associated infrastructure Application Reference 21/0421/OUT – **No decision yet received**
 - d. **Mary Moors/ Hill Farm** – Update (I)
 - e. **Habberley Trail** - Update
10. **Progress Reports / Matters Arising from previous minutes, as required, but to include:** (I & D)
 - Broken STW Manhole, below Low Habberley:** Further investigations
 - **Valley Close Road** – Road sign to Habberley Valley
 - **Noticeboards** – Resiting of Board to Crundalls Lane; Locks.
 - **Roadside Wall at junction of School Lane, Trimpley** – repair work
 - **Dead Tree** – Hoarstone Lane
11. **Election Information and Casual Vacancy** (I)

Documentation requirements re elected Councillors; b) Details of any applicants re Vacancy.
12. **Website** – Provision of new photos (I)
13. **Lengthsman & Footpath clearance matters**
 - a) Lengthsman Contracts and b) ROW Contract discussion + P3 Scheme for 2023/24
 - c) Payment of £216 for Lengthsman (S Archer) which has not cleared bank.
14. **Financial Reports**
 - a) **Payments:** C. Bunn – Removal and re-installation of Noticeboard - £80.00; CALC Annual Subs - £665.50 T Stanley – Internal Audit - £75; Lengthsman April Invoice - £195; VH Bin siting Fee from 2022/23 - £295 + Councillor named to authorise (D)
 - b) **AGAR Documentation** – (as circulated by email) – for official approval and signing prior to External Audit + Internal Audit Report - i) Annual Governance Statement, ii) Accounting Statement
 - c) **Re-adoption of the General Power of Competence**
15. **Worcestershire CALC Reports and Notices** (I)
16. **County and District Council, Other Correspondence** – Inc. Community Resilience Plan (I & D)
17. **Road Accident Record** (I)
18. **Other matters** if of an urgent nature + confirmation of date of next meeting – **19th June 2023** (D)