

# KIDDERMINSTER FOREIGN PARISH COUNCIL

CHAIRMAN:

Councillor Mr. B. Phillips

*Tel: 01299 861661*

CLERK TO THE COUNCIL:

Mrs E. Whitehouse

*Tel: 01299 861026*

**You are summoned to attend the**

## **Annual Meeting**

## **of the Parish Council**

to be held at

## **TRIMPLEY VILLAGE HALL**

on

**MONDAY 13<sup>th</sup> May 2019**

**at 7.30p.m.**

*(Please note date, venue and time of meeting)*

**Members of the public and the press are welcome to attend.**

**The meeting will include a**

**PUBLIC LOCAL FORUM with planned attendance by West**

**Mercia Constabulary officer**

**Agenda Attached**

*Elsie Whitehouse*

**Dated:** 2<sup>nd</sup> May 2019

**Clerk to the Council**

e-mail: [clerk.kiddfor.pc@googlemail.com](mailto:clerk.kiddfor.pc@googlemail.com)

## AGENDA

(Note: The notation (I) indicates that the item is for information; (D) indicates that it requires a decision)

Note – meeting may be taped for accuracy.

1. **Signing of office by all re-elected Councillors, including dispensation given to any absent councillors to sign at the next meeting. Also check that all requisite and legal mandatory forms have been completed.** (D)
2. **Election of Chairman for 2019/20 and signing of acceptance of office** (D)
3. **a) Police Report**
- b) Public Open Forum - Parish Council Meeting to start no later than 8p.m. following the Forum**
4. **Apologies for Absence and Approval of Reasons.**
5. **Election of Vice Chairman for 2019/20** (D)
6. **a) Declarations of Interest**
  - 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*

*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.wyreforestdc.gov.uk/the-council/councillors-committees-and-meetings/town-and-parish-councils.aspx>*
7. **Approval of the Minutes of the Annual Assembly and Meeting of the Parish Council held 15<sup>th</sup> April 2019** Enclosure 1
8. **Confirmation of other officers for 2018/19 – including:** (D)
  - **Parish Rights of Way Warden**
  - **Lengthsman / Litter Collection liaison**
  - **Worcestershire CALC Representatives**
9. **Report from outgoing Chairman for the Year 2018/19** (I)
10. **Report from Parish Rights of Way Warden for the Year 2018/19** (I)
11. **District Councillors' Reports** (I)
12. **County Councillor's reports ) to include any updates on highway matters and - Withdrawal of funding for 297 bus service and cessation of any weekend service.** (I)
13. **Retirement recognition re Councillor G. Yarranton** (D)
14. **Discussion on Co-option procedure to fill Vacant Parish Councillor seat and distribution of copies of any applications received.** (I)
15. **Planning and Development Control.**
  - a. **Update on previous applications considered** (I)
  - b. **New applications received up to date of meeting, if any : None as at date of agenda** (D)
  - c. **Compliance Issues Update – inc. Easter Cottage – Written appeal notification with deadline for further representations of 24<sup>th</sup> May 2019. (see also 19/0218)** (I & D)
16. **Progress Reports / Matters Arising from Last Month's minutes, as required, but to include updates on:** (I & D)
  - CCTV
  - VA Signage
  - Approval of Standing Orders & Councillor file distribution
17. **Lengthsman & Litter Collection Matters - inc. Bench/Noticeboard restoration.** (D)
18. **Financial Reports and Payment of Accounts.**
  - a) **Payments** – Invoices from the Lengthsman if received. (D)
    - Worcs CALC/NALC subscription
    - CALC Printed Councillors Booklets
    - Clerk's PAYE
    - Clerk's expenses
    - Annual Insurance premium
    - Chairman's Annual Allowance
  - b) **Internal Audit Report and Hard Copy Notices for exercise of Public Rights.** (I) Enc 2
  - c) **Final approval of Section 1 – Annual Governance Statement 2018/19** (D) Enc 3
  - d) **Final approval of Section 2 – Accounting Statements 2018/19** (D) Enc 4
  - e) **Re-confirmation of General Power of Competence** (D)
19. **Worcestershire CALC Reports and Notices** (I)
20. **County and District Council, Other Correspondence and updates – if any.**
21. **Road Accident Record**
22. **Other matters** which the Chairman, after consulting members, feels to be of an urgent nature (D)
23. **Next Meeting: confirmation : 17<sup>th</sup> June 2019 at 7.30pm.** (I)