

# 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 PARISH MEETING

to be held at

## TRIMPLEY VILLAGE HALL

on  
**MONDAY 15<sup>th</sup> APRIL 2019**  
**at 7.30p.m.**

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

Members of the public and  
the press are welcome and encouraged to attend  
Planned attendance by West Mercia Constabulary officer

This to be followed immediately by

## **Parish Council meeting**

Agenda for both meetings overleaf

*Elsie Whitehouse*

Dated: 8<sup>th</sup> April 2019

Clerk to the Council

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## **AGENDA for the Annual Parish Meeting – 15<sup>th</sup> April – commencing at 7.30p.m.**

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

1. **Welcome by Parish Council Chairman to all present, including any apologies**
2. **Any matters the attending public wish to raise with the Parish Council** (D)
3. **Police Report** (I)
4. **Report to the Parish Council by Mrs. Sally-Merritt Collins re the Clare Witnett Blount Charity.** (I)
5. **Any reports tabled by Councillors** (I)
6. **Any other matters – inc. distribution of Quarterly Newsletters and confirmation of meeting schedule for 2019/20** (D)

## **AGENDA for the Parish Council Meeting**

(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. **Apologies for Absence and Approval of Reasons.**
2. **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>*
3. **Approval of the Minutes of the Meeting of the Parish Council held 18<sup>th</sup> March 2019** Enc. 1
4. **District Councillors' reports ) to include updates on Wyre Forest matters** (I)
5. **County Councillor's reports ) to include updates on highway matters** (I)  
To include discussion on 297 Bus Service proposed cuts to funding – if not already discussed in Annual Parish Assembly. (See- <https://www.shropshire.gov.uk/get-involved/reduction-of-local-bus-service-subsidies-financial-year-201920>) (I & D)
6. **Report from Clerk on Co-option Procedure following Uncontested Election** (I)
7. **Planning and Development Control.**
8. **a. Update on previous applications considered** (I)  
**b. New applications received up to date of meeting inc:**  
**19/0181 - : Change of use and extension to existing staff house to form dwelling.** (D)  
**Demolition of existing building and erection of 6No. Dwellings (amendment to previously approved scheme 16/0325/FULL) at PARK ATTWOOD, TRIMPLEY LANE, SHATTERFORD, BEWDLEY, DY121RE.**  
**19/0197 – Single Storey Side and Rear Extension at 17 LOW HABBERLEY, KIDDERINSTON DY11 5RA** (D)  
**c. Compliance Issues**  
Update – if any. (I)
9. **Progress Reports / Matters Arising from Last Month's minutes, as required, but to include:** (I & D)
  - CCTV provision
  - VA signs
  - Benches and Noticeboard Preservation
  - Approval of Policy documentation and revisions made thereto, including Asset Register, Financial Regs, Publication Scheme, and Code of Conduct.
10. **Lengthsman & Litter Collection Matters inc. further problems with litter and flytipping** (D)
11. **Financial Reports and Payment of Accounts.**
  - a) **Payments – Invoices from the Lengthsman if received.** (D)  
Messrs. Norgrove – re diggerwork near to pools  
CALC training for Clerk  
Clerk's PAYE
  - b) **Approval of End of Year Accounts sheets for 2018/19 and Audit Forms** (D) (Enc 2)
  - c) **Approval of Bank Balance and Reconciliation as at end 2018/19** (D) (Enc 3)
12. **Revised Standing Orders – Clerk to table copies in readiness for adoption at the May meeting and request to place order with CALC for reprinted Good Councillors Guides** (I & D)
13. **Worcestershire CALC Reports and Notices** (I)
14. **County and District Council & Other Correspondence** (I)
15. **Road Accident Record** (I)
16. **Other matters which the Chairman, after consulting members, feels to be of an urgent nature** (D)
17. **Next Meeting: confirmation : 13<sup>th</sup> May 2019 at 7.30pm. – being the Annual Meeting of the Parish Council, and also to include consideration of co-option applications to fill vacancy.** (I)