

KIDDERMINSTER FOREIGN PARISH COUNCIL

CHAIRMAN:

Councillor Mrs. C. Gammond

Tel: 01299 402929

CLERK TO THE COUNCIL:

Mrs E. Whitehouse

Tel: 01299 861026

Councillors are summoned to attend VIRTUAL

Meeting of the Parish Council

to be held using ZOOM – details as follows:

Join Zoom Meeting

<https://us04web.zoom.us/j/78880470965?pwd=cHNmUEczWkpGeU1qU3A2RIBPcjBCdz09>

Meeting ID: 788 8047 0965

Password: 0CPKz1

**on
MONDAY 20th April 2020
at 7.30p.m.**

(Please note date and time of meeting)

The meeting will have a time limit of 40 minutes.

Members of the public, police and press are welcome to follow the link and join the meeting in initial forum time.

County and District Councillors are also invited to follow the link and join the meeting

Agenda follows.

Elsie Whitehouse

Dated: 13th April 2020

Clerk to the Council

e-mail: 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. a) **Police Report - If present on-line**
b) **Public Open Forum – if members of the public present on-line.**
2. **Apologies for Absence and Approval of Reasons.**
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*

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>

Details of any dispensations submitted or requested.
4. **b) New Code of Conduct**
4. **Approval of the Minutes of the Parish Council Meeting held 17th February 2020**
 - *Please consider for official approval, and Clerk will paste to the website. Six of you will already have received these. Signing of these to be delayed until Council meet again in person.*
5. **Chair –** Due to the Coronavirus, the Government guidelines have prescribed that an Annual Meeting this year can be cancelled with the Chair and Vice Chair retaining office for a second year.
6. **Declaration of Acceptance of Offices –** Both the Chair, and newly co-opted Cllr. Holford will be required to sign the Declaration book. Clerk to try to arrange this.
7. **County & District Councillors Reports – if any – if submitted or present on line.** (I)
8. **Planning and Development Control.**
 - a. **New applications received up to date of meeting, inc:**
20/0251/FUL Erection of agricultural building for use as a fodder, machinery and equipment store at Park Attwood Farm , Trimpley Lane, Shatterford, DY12 1RE,
Comments sought
 - b. **Update on previous applications**
19/0754 – Retrospective application re COU to Swimming Pool at The Guildings Eymore Lane, Trimpley – still pending decision
19/0813 – Bernlea, Road Meadow, Northwood Lane – single storey extension – approved
20/0080 – The Highlands, Trimpley Lane, Shatterford, replacement dwelling – still pending decision
20/0024 – 19 Habberley Lane, Low Habberley – dropped kerb and driveway – approved
Status for Cllrs. information
 - c. **Compliance Issues** – updates (if any) (I)
9. **Progress Reports / Matters Arising from previous minutes, as required, but to include updates on :** (I & D)
 - **VA Signs – are they working? Do we have photos for a future newsletter?** (I)
 - **Drainage in Lightmarsh Lane – Clerk following up with County Engineer and Cllr. Grainger** (I)
 - **Drainage sump area , bottom of Hoarstone Lane – ask Lengthsman to dig out?** (D)
 - **STWA – Community Fund – Clerk had commenced bid, but this had now been put on hold** (I)
 - **Site Visits by Paul Green County Engineer – apart from Drainage mentioned above in Lightmarsh, need a site visit re siting of bus shelter, and also parking probs by Low Habberley Farm – will need to be arranged when lock-down lifted.** (I)
 - **Newsletter – issue delayed due to current pandemic and to comply with social distancing** (I)
10. **Bus shelter(s) progress report + related Localism grant request + siting issues** (I)

Localism Grant of £500 received, but siting needs to be agreed by County, and still awaiting some quotes.
11. **Website Accessibility Compliance (see e-mail shared from 29th January)** (I)

Put on hold (for one month) in case/until NALC issue further guidance. Vision ICT need order by 1st June latest to comply with Gov. Guidelines. Clerk to ensure compliance with schedule.
12. **Lengthsman & Litter Collection Matters -** (I)

Clerk has signed and issued contracts with County Council and with Archers. County Contract amount not increased since last year. No worksheet received as at date of agenda.
13. **Financial Reports and Payment of Accounts.**
 - a) **Payments –** (D)

Any Work re Lengthsman Contract against worksheets submitted (Clerk to advise at meeting if received)
Chq 101068 – Zurich Insurance - £368.79 – sent with stamped envelope to Chairman
Chq 101069 – Worcestershire CALC - £621.35 – sent with stamped envelope to Chairman
Chq 101070 - Clerk's PAYE - £69.60 – sent with stamped envelope to Chairman
 - b) **Asset List –** used for insurance purposes, and will be used for Audit. *Taken as approved*
 - c) **Audit delayed this year.** Deadline currently expected to be End September. (I)
 - d) **Bank Mandate –** Change of signatory forms (Sent to Chairman) to be signed by 2 councillors, and then Cllr. Holford to take in to Barclays with ID. Cllr. Holford to action.
14. **Worcestershire CALC Reports and Notices – if any** (I)
15. **County and District Council, Other Correspondence and updates** (I & D)
16. **Road Accident Record** (I)
17. **Other matters** which the Chairman, after consulting members, feels to be of an urgent nature (D)

Plus Arrangements for **next meeting (18th May)** virtual format if restrictions not lifted.