

# FECKENHAM PARISH COUNCIL

## To Members of the Council

You are hereby summoned to attend a meeting of the Feckenham Parish Council to be held in the Village Hall, Feckenham, on Thursday 18 May 2017 at 7:30pm, for the purpose of transacting the following business only.

SEAN ARBLE

Sean Arble  
Clerk to the Council

14 May 2017

## AGENDA

### 1. ELECTION OF CHAIRMAN AND SIGNING OF DECLARATION OF OFFICE

### 2. REVEREND G CRELLIN: FECKENHAM DEMENTIA AWARENESS INITIATIVE

### 3. APOLOGIES: Cllr Dormer offered her apologies.

### 4. ELECTION OF VICE CHAIRMAN

### 5. DECLARATIONS OF INTEREST AND DISPENSATIONS

- a) To receive declarations of interest from councillors on items on the agenda.
- b) To receive written requests for dispensations for disclosable pecuniary and non pecuniary interests (S33 of the Localism Act 2011) which are to be with the clerk as soon as possible prior to a meeting.
- c) **TO CONSIDER GRANTING REQUESTS FOR DISPENSATION**

Requests for dispensation must be made on an individual basis.

### 6. TO NOTE FINANCIAL REGULATIONS

Financial Regulations adopted on 16 April 2009; copy on website.

### 7. TO NOTE STANDING ORDERS

Standing Orders adopted at the January 2008 Meeting; copy on website.

### 8. TO NOTE CODE OF CONDUCT

Code of Conduct adopted at the June 2012 Meeting; copy on website.

### 9. TO NOTE COMPLAINTS PROCEDURE

Adopted by Feckenham Parish Council on 19 November 2009; copy on website.

### 10. TO NOTE CLERK'S DELEGATION SCHEME FOR PLANNING AND APPOINT THREE MEMBERS TO THE DELEGATION

The Council adopted this scheme at the September 2007 Meeting and the scheme was revised at the July 2016 meeting to read as follows:

1. All planning application consultations whose deadlines expire after the next scheduled meeting will be considered in Council.
2. The Clerk will endeavour to obtain extensions for planning application consultation deadlines which fall shortly before the next scheduled meeting.
3. The Council delegates all planning application consultations not considered in the above clauses (1 & 2) to the Clerk in consultation with one or more named Councillors determined by the Council.
4. Consultation may be by correspondence, including email, or in person.

5. The Clerk will email planning consultation notices to the named Councillors. Planning applications can be viewed online at the local authority's website. Comments should be returned as soon as possible to the Clerk for determination of the Council's response within the prescribed consultation period.
6. Decisions made under delegation will be reported to and minuted at the next Council meeting.
7. Under this delegation, and in particular with regard to controversial or major development proposals, the Clerk in consultation with the Chairman of the Council, may decide that a Parish Meeting and/or an Extraordinary Meeting of the Council be called to consider the matter or that the matter be referred to the next Council Meeting, whichever is appropriate.

#### **11. TO NOTE COUNCIL'S RISK ASSESSMENT**

Emailed to Cllrs 14.12.16.

#### **12. TO NOTE CLERK'S FINANCE CONSULTATIVE GROUP AND APPOINT MEMBERS**

The Council resolved to form a Clerk's Finance Support Group at the May 2008 Meeting.

#### **13. TO NOTE EMERGENCY DECISION MAKING SCHEME**

At the September 2007 Meeting the Council adopted this scheme. The scheme was amended at the July 2015 meeting to read as follows:

Urgent decisions required between scheduled meetings of the Council are delegated to the Clerk in consultation with the Chairman of the Council. The Clerk is permitted urgent expenditure up to £400 including VAT per month to be made without a formal decision to do so in a Council Meeting. Two Councillors are required signatories and all spending must be reported at the next meeting of the Council. Decisions made under this delegation will be reported to and minuted at the next council meeting. Under this delegation, where appropriate, the clerk may decide that an extraordinary meeting of the council be called to deal with the urgent matter.

#### **14. TO NOTE CHAIRMAN'S ALLOWANCE** At the September 2007 Meeting the Council adopted a Chairman's Allowance which is £150 for the 2017-18 financial year. This amount can be spent by the Chairman with prior approval of the Council and is reimbursable upon presentation of a receipt/invoice.

#### **15. TO NOTE COUNCILLOR'S EXPENSES**

	First 10,000 business miles in tax year	Each mile after
Cars and vans	45 p	25 p
Motorcycles	24 p	24 p
Bicycles	20 p	20 p
Carrying Passengers (RBC Employee or fellow Member)	5p per person per mile	
Towing	6p	

And subsistence:

Subsistence allowances are available for Councillors where they are away from home and unable to make their own arrangements. Councillors are reimbursed for actual expenses incurred up to the following maximum amounts, subject to the production of receipts:-

Breakfast	£5.00
Lunch	£6.75
Evening Meal	£20.00

## 16. TO APPOINT INDIVIDUALS TO THE FOLLOWING POSTS

- A. **Footpath Officer:** Mr Bob Gordon
- B. **Two CALC Area Representatives:**
- C. **Square Management Comm:**
- D. **Standards Committee:**
- E. **Parish Lengthsman Liaison Officer:**
- F. **Village Hall Comm. Rep:**

## 17. TO NOTE AND APPOINT MEMBERS OF WORKING PARTIES

- A. **Broadband WP:**
- B. **Standing Orders WP:**
- C. **Traffic Calming WP:**
- D. **NDP WP:**
- E. **Local Groups WP:**

**18. MINUTES:** To consider the approval of the Minutes of the meeting held 20 April 2017.

## 19. COUNTY COUNCILLOR(S) REPORT

## 20. BOROUGH COUNCILLOR(S) REPORT

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## OPEN FORUM

The Parish Council meeting will be suspended for 15 minutes. Residents are invited to give their views and question the Parish Council on issues on this 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.

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## 21. PLANNING

### A. For Council Consideration

1. **17.00404.FUL – Willowdene, Astwood Lane:** Erection of a single storey rear extension
2. **17.00453.FUL – Feckenham Energy Storage System:** Installation of an 18MW Energy Storage System and associated electrical infrastructure including 66kV substation

### B. RBC Approvals

1. 17.359.LBC – 41 Alcester Rd: No objection
2. 2016.347.FUL – The Paddocks, Astwood Lane: No objection
3. 2017.084.LBC – 44 High St: Delegated decision, no objection

### C. RBC Refusals – none

### D. RBC Pending

1. 17.00313.COUPRIO – Andys Barn Farm, Moors Lane: Objected

### E. RBC Appeals

## 22. FINANCE

### A. TO APPROVE THE PAYMENT SCHEDULE

Payment References in **red** paid before the meeting

Ref	Cheque	Payee	Details	Total Payment	VAT	Net Payment	Chq Total	Date
6	1001	Feckenham Senior Youth Club	Grant	£200.00	£0.00	£200.00	£200.00	01.05.17
7	1002	FVH	Rent Defib Training	£30.00	£0.00	£30.00	£30.00	18.05.17
8	1003	A Farnsworth	Lengthsman April	£186.00	£0.00	£186.00	£186.00	18.05.17
9	1004	S Arble	April wage & expenses	£317.19	£0.00	£317.19	£317.19	18.05.17
				<b>£733.19</b>	<b>£0.00</b>	<b>£733.19</b>	£733.19	

### B. TO CONFIRM THE RECONCILIATION

Date  to Date

add	Current Account balance			1463.69
add	Deposit Account balance			28822.93
less	Cheques paid uncleared:			
			#991	67.50
			#1000	400.00
equ	Balance C/F			<b>29819.12</b>

Opening Balance Deposit Account	20521.94
Add receipts for period	8300.99
Less payments for period	0.00
Opening Balance Current Account	2200.09
Add receipts for period	186.45
Less payments for period	1267.98
Less Uncleared Chqs 2016-17	67.50
Chq cleared from 2016-17	#993 54.87
Closing Balance	<b>29819.12</b>

C. TO NOTE THE FINANCIAL REPORT emailed 14.05.17

D. TO NOTE 2017 INTERNAL AUDITOR REPORT

E. TO COMPLETE SECTION 1 OF THE 2017 ANNUAL RETURN

F. TO COMPLETE SECTION 2 OF THE 2017 ANNUAL RETURN

## 23. NEW AGENDA ITEMS - none

## 24. CLERK'S UPDATE

### A. Schedule of Correspondence For Consideration (not already noted)

1. **D Birch B&R Dev:** Offer to provide planning training on permitted development, green belt policy & responding to applications

### B. Schedule of Tabled Correspondence Received (not already noted)

### C. Schedule of Correspondence Sent (not already noted)

1. Letter to S Arble RE Pension Scheme

## 25. PROGRESS REPORTS

### A. Broadband WP:

### B. Traffic Calming WP:

1. Bollards on Corner of B4090 & High St: RBC Cllr Potter requested an RBC officer to request a WCC officer to investigate the matter.
2. Sign to Redditch and Alcester will be placed on the correct side of the B4090.
3. 2016/313/FUL Land To The South Of Cherry Tree House, Astwood Lane : RBC Cllr Potter reported that a site visit was completed;, applicant willing to provide adequate visibility splays

### C. Defibrillator: 26.04.17 training went well and was fully booked. A few Cllrs are of the opinion that the Council should try to engage younger parishioners for the next training session. **TO CONSIDER SUITABLE WEEKEND DATES AND TRAINER FOR DEFIBRILLATOR TRAINING**

### D. NDP WP:

### E. FVAT:

### F. Smartwater: The Clerk ordered 250 packs. **ACTION: The Council needs a few volunteers to plan and execute deliver of the packs.**

## 26. COUNCILLORS REPORTS & FUTURE AGENDA ITEMS

Councillors may use this opportunity to report matters of information not included elsewhere on the agenda and to raise items for future agendas.

### A. Standing Orders

## 27. DATE & VENUE OF NEXT MEETING

7:30pm on 20 July, 2017 at Feckenham Village Hall.