

FECKENHAM PARISH COUNCIL

To Members of Feckenham Parish Council

You are duly summoned to attend the Annual Meeting of Feckenham Parish Council to be held on **Thursday 16th May 2019 to convene after the Annual Parish Meeting at Feckenham village hall at 7.30pm.**

AGENDA

1. ELECTION OF CHAIRMAN AND SIGNING OF DECLARATION OF OFFICE

2. ELECTION OF VICE CHAIRMAN- SIGNING OF DECLARATION

3. APOLOGIES.

4. DECLARATIONS OF OFFICE FOR ALL COUNCILLORS.

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 18 April 2019; copy on website.

7. TO NOTE STANDING ORDERS

Standing Orders adopted at the 18 April 2019 Meeting; copy on website.

8. TO NOTE CODE OF CONDUCT

Code of Conduct adopted at the 18 April Meeting; copy on website.

9. TO NOTE COMPLAINTS PROCEDURE

Adopted by Feckenham Parish Council on 18 April; 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 April 2019 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

Updated and emailed Cllrs 23/04/18.

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 2018-19 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:
- 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. Standing Orders WP:
- B. Traffic Calming WP:
- C. NDP WP:
- D. Local Groups WP:

18. MINUTES: To consider the approval of the Minutes of the meeting held 18 April 2019.

19. COUNTY COUNCILLOR(S) REPORT

20. BOROUGH COUNCILLOR(S) REPORT

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.

21. PLANNING

- A. For Council Consideration:
19/00577/FUL: The Juniper Tree
- B. RBC Approvals ; None
- C. RBC Refusals – none
- D. RBC Pending:
19/00439/S73: Andy’s Barn
19/00368/FUL: Barn at Priory’s Barn
19/00399/FUL: Barn at Priory’s Barn
19/00111/FUL & 19/00112/LBC: 19 The Square.
19/00229/FUL & 19/00230/LBC: Mutton Hall Farm.
19/00314/FUL: 27 High Street
- E. RBC Appeals: None
- F. Withdrawn: None

22. FINANCE

- A. TO APPROVE THE PAYMENT SCHEDULE
Chq no 1091: Lengthsman April 19 @ £187.50
Chq no: 1092: Worcs CALC Subscription @ £519.61
- B. TO CONFIRM THE APRIL RECONCILIATION :

Current Account balance	£3,193.31	£3,193.31
	£30,447.2	
Deposit Account balance	5	£30,447.25
Cheques paid uncleared:	-£1,090.41	-£1,090.41
Balance C/F		£32,550.15
Opening Balance Deposit Account		£30,447.25
Add receipts for period		£0.00
Less payments for period		£0.00
Opening Balance Current Account		£3,193.31
Add receipts for period		£0.00
Less uncleared cheques		-£1,090.41
Less payments for period		£0.00
Closing Balance		£32,550.15

Checked by Finance Committee 18/4/19 as correct with Bank Statements.

C. TO COMPLETE SECTION 1 OF THE 2019 ANNUAL GOVERNANCE STATEMENT

D. TO COMPLETE SECTION 2 OF THE 2019 ANNUAL ACCOUNTING STATEMENTS

E. TO COMPLETE CERTIFICATE OF EXEMPTION 2018/2019.

23. NEW AGENDA ITEMS

Complaint received from Feckenham Cricket Club

24. CLERK'S UPDATE

A. Schedule of Correspondence For Consideration (not already noted)
CPRE Meeting 14/5/19, Bromsgrove CALC meeting 12/6/19.

Bromsgrove CALC Meeting: June

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

Feckenham Ancient Monument site.

Parking Restrictions- Complaint

Natural Networks Programme. WCC

C. Schedule of Correspondence Sent (not already noted)

25. PROGRESS REPORTS

- A. Feckenham Directory Catalogue / Digital Library?
- B. Dog Fouling Signs and additional bins?
- C. Highways
- D. Smartwater : Callow Hill Village and Astwood Bank?
- E. Dementia Café
- F. GDPR
- G. CCTV
- H. FVAT: To be updated at July Meeting?

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.

DATE & VENUE OF NEXT MEETING

7:30pm on 18 July 2019 at Feckenham Village Hall.