

AGENDA 2019 Annual Meeting of Abberley Parish Council

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Members of Abberley Parish Council You are duly required to attend the next meeting of Abberley Parish Council to be held directly after The Annual Meeting of the Parish of Abberley and the Refreshment Break on Wednesday 15th May 2019 at Abberley Village Hall, Clows Top Road, Abberley.

1. The meeting shall be chaired by the Chairman of the Council 2018-19, Cllr. Knight, pending item 3.
2. Apologies. To receive apologies and to approve the reason for absence.
3. Elections.

a Appoint Chairman and signing of Declaration of Office

b Appoint Vice-Chairman

4. 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 Interests (DPI) in items on the agenda and their nature.

c To declare any Other Disclosable Interests (ODPI) in items on the agenda and their nature.

d Written requests for the Council to grant a dispensation (S.33 of the Localism Act 2011) are to be with the Clerk at least four days prior to a meeting.

5. Public Question Time.

The meeting will be adjourned for Public Question Time

The time allocated is at the discretion of the Chairman. 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 itself.

6. Minutes

To consider the adoption of the minutes of the last meeting of the Council held on April 17th 2019.

7. Matters Arising from the Minutes of April 17th 2019.

- Pollution on Suffolk Lane -The Clerk to ask C. Eberlin to monitor and report to the clerk. Clerk to pass the above information to the 2 affected parties on Suffolk Lane and report back to the May AGM Parish Council any update. **Actioned – 22nd April.**
- **Joint Community Safety Service** - free property security marking event. It was proposed that a date of the 14th September be communicated to Ning Kedwards for her to speak to the NW Co-ordinator. Abberley Parish Council to host the event on the village hall car park. **Actioned 25/4/19.**
- Great British Clean Up- Clerk has requested dates from MHDC when the equipment is available for us to stage a Clean Up. **Actioned 25/4/19.**
- **A443 Action Group** Cllr. Crompton to become the Community Representative of the A443 Action Group and Cllr. Goodman offered to become reserve. Cllr. Crompton was asked to report back to monthly Parish Council meetings any update. **The Clerk updated the A443 Action Group on this action. 25/4/19.**
- **Leak emanating from land around Jaylands and the Cottage Abberley.** Severn Trent and WCC Highways have been out to investigate and WCC Highways now confirm that

the leak is on County land. The Clerk has chased this up on 7th May and is awaiting a further update. Cllr. Pollock agreed to follow this up.

- **Abberley road sign** on the Great Witley to Abberley Road missing. **Clerk reported to WCC Highways. 25/4/19 who have agreed to investigate and replace.**
- Highways' vehicles have caused damage when resurfacing Suffolk Lane. Cllr. Pollock agreed to take this up with WCC Highways and get WCC Highways to get back to the Parish Council. **Clerk also contacted Highways as branches etc left on site WCC agreed to recall contractors to clear mess.**
- Clerk to schedule a Finance Meeting to discuss the Geopark Interpretation Panel and other matters. Cllr. Andrew to define the Interpretation Panel and obtain further quotes to submit to the Finance Committee/Parish Council. **Meeting too place on the 2nd May and are on the agenda**

8. **Co-option** onto Abberley Parish Council. The Parish Council has one co-option vacancy. Jayne Caswell and Jack Ballard have put their names forward for co-option. The Parish Council to co-opt one person onto the Parish Council.

9. Council's Policy Documents.

- (A) To note Standing Orders, Financial Regulations, Risk Assessment, Asset Register, Code of Conduct and to consider a schedule for their review (attached by email).
- (B) To Approve the Terms of Reference for the Finance Committee.

10. Appointments to Sub-Committees

a 2019-2020 Planning Committee

b 2019-2020 Financial Committee

11. **Planning-** To consider any items relating to Planning.

19/00222/AGR - Netherton Farm, Abberley- Replacement Agricultural Building to store straw and equipment – **Decision - Prior approval is not required.**

Ridding Coppice At (Os 7317 6832) Worles Common Stockton- unauthorised change of use of the Land from forestry to a mixed use of forestry and the siting of a caravan for residential purposes- An appeal has been made against the issue of an Enforcement Notice issued by Malvern Hills District Council for above alleged breach- **Respond by 30th May.**

12. Finance

a) Audited accounts & Annual Return: 31st March 2019

(i) To Approve the Annual Audited Accounts from April 1st 2018 to 31st March 2019 as Audited by Internal Auditor Mr. Kevin Gittins.

(ii) Proposal to consider Section 1: Annual governance statement (attached)

(iii) Proposal to consider Section 2: Accounting statements (attached)

Accounts & Audit regulations 2015

(iv) Consider Internal Auditor's Report & Recommendations (attached)

(v) To consider the period of dates for the Exercise of Public Rights.

b) Approve list of due payments and receipts from 17th Apr to 15th May 19.

c) Bank Reconciliation 2019/20 to 15th May 2019.

d) To receive the quotation for the Interpretation Panel for Geopark for approval by the Parish Council (Agreed at Finance Committee on 2nd May subject to specification and quotes being received).

13. Correspondence-

14. **Meeting Schedule 2019-2020:** 19th June, 17th July, 18th September, 16th October, 20th November (2019), 15th January, 19th February, 18th March, 15th April, 20th May (2020).

Meetings shall be called for the 3rd Wednesday of the month where-ever possible. **Date of next meeting** 19th June commencing at 7.30pm at Abberley Village Hall in the Meeting Room.

Carole Hirst, Clerk to Abberley Parish Council 7th May 2019