

CHURCHILL AND BLAKEDOWN PARISH COUNCIL

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To Members of Churchill and Blakedown Parish Council

9th May 2018

You are duly summoned to attend the Annual Meeting of Churchill and Blakedown Parish Council to be held at 7.30 pm on Wednesday 16th May 2018 at Blakedown Sports Pavilion.

AGENDA

- 1. Chairman's Opening Remarks.**
- 2. Election of Chairman:** To receive nominations and elect a Chairman for the new municipal year.
- 3. Election of Vice Chairman:** To receive nominations and elect a Vice Chairman.
- 4. Apologies for absence:** To receive apologies and to approve reasons for absence.
- 5. Declarations of Interest:** To receive any declarations of interest.
- 6. Community Policing:** To receive any report from the Beat Officer/CSO.

The meeting will be adjourned for Public Question Time.

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; brief notes will be appended on the minutes as an aide memoire.

- 7. Dispensations:** To consider any requests to grant a dispensation for Agenda items.
- 8. Minutes:** To consider the approval of the minutes of the Parish Council Meeting held on Wednesday 18th April 2018 (enclosed).
- 9. Appointment of Committee's and Representatives to Outside Bodies:** To receive nominations and elect Members to the following Committee's, Working Parties and Outside Bodies and to agree terms of reference for each Committee/Working Party.
 - a) Finance Committee:** (Chairman and three others)
 - b) Localism Working Party:** (two Members)
 - c) Wyre Forest Area CALC:** (two Members)
 - d) Churchill and Blakedown Sports Centre Committee:** (two Members)
 - e) Emily Lyttelton Trust:** (one Member)
 - f) PACT Representative and Police Liaison:** (one Member)
 - g) Footpaths Officer with Worcestershire County Council:** (one Member)
 - h) Highways Working Party:** (four Members)

i) Planning Working Group: (four Members)

10. District and County Council Matters: To receive any report from County or District Council representatives.

11. Lengthsman & Environmental Maintenance Reports:

- a) Lengthsman.
- b) Litter and grass cutting.
- c) Benches.

12. Highways, Traffic, Car Park and Parking Matters:

- a) Highways/traffic/speed enforcement and parking issues.
- b) Vehicle Activated Signs.

13. Parish Treescape: Any update since the last meeting.

14. Parish Council Standing Orders: Members are asked to make a decision on adopting the updated Standing Orders (to follow)

15. Website: Update from Cllr Rowlinson.

16. Annual Parish Meeting: To confirm the arrangements for the Annual Parish Meeting on the 24th May 2018.

17. Planning and Development Control:

a) Planning Applications Received
None

b) Planning Applications Received since Agenda issued
To consider any planning applications received since the agenda closed.

c) Planning Decisions Received

18/0162/FULL AUTUMN COTTAGE CHURCHILL LANE BLAKEDOWN
Detached car port. Approved

18/0212/FULL GOODWOOD 81 BELBROUGHTON ROAD BLAKEDOWN
Proposed application of new render finishes to existing facing brickwork facades, including replacement of existing render with new. Approved.

18/0200/TREE 20 GLADSTONE PLACE BLAKEDOWN
Fell Silver Birch. Approved.

18/0130/TREE 7 BROOKSIDE WAY BLAKEDOWN
Reduce Cherry by 25%, reshape and thin out. Reduce Willow to below the cavity. Reduce two Alders by 40%. Approved

18/0132/FULL COMMON FARM HOUSE CROWN LANE IVERLEY
New access gate to farm land from highway.

18/0162/FULL AUTUMN COTTAGE CHURCHILL LANE BLAKEDOWN
Detached car port. Approved

18. Financial Report and Payment of Accounts

a) Bank Balances at 9th May 2017

Lloyds Treasurers Account	£218.77
Unity Trust Treasurers Account	£17,522.53
Lloyds Business Instant Access Account	£28,078.19

b) To consider payments to be made as listed below:

Clerks Salary (8hrs Trust to be recharged)	£486.33	BACS
HMRC	£121.20	BACS
Administration Expenses	£125.10	BACS
Came & Company Insurance	£1,011.41	BACS
Npower (signal box)	£425.58	BACS
CALC (subscription)	£978.24	BACS

Lengthsman and other work - to be advised

c) Internal Auditor for the 2018-19 Financial Year: Members are asked to approve the appointment of Peter Phillips as Internal Auditor for the 2018-19 financial year.

e) Annual Financial Return: To sign the Annual Governance Statement for submission to external auditors PKF Littlejohn.

f) Annual Financial Return: To sign the Accounting Statement for submission to external auditors PKF Littlejohn.

g) Clerk's Salary: Members are asked to approve the NJC increase in Clerk's salary to £11.275 per hour backdated to 1st April 2018.

h) Prysmian: To discuss the claim for payment made by Prysmian Lighting.

19. Annual Parish Meeting: To confirm arrangements for the Annual Parish Meeting taking place on the 24th May 2018.

20. Clerk's Report: Clerks report on ongoing items (circulated with agenda).

21. Correspondence for Information: To note correspondence listed on the Correspondence Report (circulated with agenda). Correspondence will be available for inspection at the meeting.

22. Councillor's Reports and items for future agendas: Councillors may use this opportunity to report matters of information not included elsewhere on the agenda and to raise items for future agendas.

23. Date of Next Meeting: Wednesday 20th June 2017 at 7.30 p.m. in the Pavilion, Blakedown Sports Centre, Birmingham Road, Blakedown.



Signed.....

Clerk to Churchill and Blakedown Parish Council

Dates for your Diary:

23rd May 2018 – GDPR training at Worcester

24th May 2018 – Annual Parish Meeting – 7.00 p.m. – Blakedown Sports Pavilion

18th July 2018- 7.30 p.m. – Parish Council Meeting – Blakedown Sports Pavilion

19th September 2018- 7.30 p.m. – Parish Council Meeting – Blakedown Sports Pavilion