



Clent Parish Council

Councillors are summoned to the Annual Meeting of the Parish Council at
7:00PM on Monday 20th May 2019
at Clent Parish Hall, Church Ave, Clent, Stourbridge DY9 9QT

Press and public are cordially invited to attend

AGENDA

1. Election of Chairman

To elect a Chairman for the 2019/20 municipal year.

The newly elected Chairman will now preside over the remainder of the business on the Agenda.

2. Election of Vice-Chairman

To elect a Vice-Chairman for the 2019/20 municipal year.

3. Apologies for absence

To receive apologies and to approve reasons for absence.

4. Declarations of interest

With reference to items on the agenda members are reminded of their responsibility to declare interests (pecuniary and non-pecuniary) and to update their register of interests as required.

5. Dispensations

To consider any requests to the Clerk for dispensations from Members who have declared an interest but wish to stay in the meeting during that time to aid discussion/speak/vote.

6. Democratic Half Hour/Questions from the Public

Electors 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. The time of the democratic half-hour is at the discretion of the Chairman.

Under the Openness of Local Government Bodies Regulations 2014, any member of the public can take photographs, film and audio record the proceedings and report on all public meetings (including on social media). No prior notification is needed but it would be helpful to let the Clerk know of any plans to film or record so that any necessary arrangements can be made to provide reasonable facilities. This permission does not extend to private meetings or parts of meetings which are not open to the public. All recordings and photograph equipment should be taken away if the meeting moves into a session which is not open to the public.

If you are recording the meeting, you are asked to act in a reasonable manner and not disrupt the conduct of meetings for example by using intrusive lighting, flash photography or asking people to repeat statements for the benefit of the recording. You may not make oral commentary during the meeting. The Chairman has the power to control public recording and/ or reporting so it does not disrupt the meeting. Recording must be clearly visible to anyone at the meeting. Please see our policy on Recording at Meetings available on our website for further details.

Please note that members of public exercising their right to speak during Public Question Time may be recorded.

7. Updates from District/County Councillors

To receive updates from the Bromsgrove District Councillor and Worcestershire County Councillor.

8. Clent Youth Council

To receive an update from the Youth Council representative.

ITEMS REQUIRING A DECISION

9. Minutes (*)

To resolve to accept the minutes from the Parish Council meeting on the 15th April 2019 as true record of the proceedings.

10. Appointment to Committees and Working Groups

To appoint Councillors to the following Committees and Working Groups for the 2019/20 municipal year:

- (a) Staffing Committee
- (b) Planning Committee
- (c) Website & Communications Working Group
- (d) Grounds Maintenance Working Group

11. Appointment to Outside Bodies

To appoint Councillors to the following Outside Bodies for the 2019/20 municipal year:

- (a) CALC Area Committee
- (b) Clent Hills Advisory Body
- (c) Parish Tree Officer

12. Annual Review of Policy Documents and Schedules (*)

To review and/or adopt the following Council policies and schedules:

- (a) Standing Orders (based on NALC model)
- (b) Code of Conduct
- (c) Financial Regulations
- (d) Internal Financial Control Policy
- (e) Corporate and Financial Risk Assessments

13. Insurance Policy (*)

To review the Council's insurance cover.

14. Finance (*)

To consider and agree the payment of the following:

- (a) Worcestershire CALC Subscription - £740.23
- (b) N Farress Temporary Clerk Fees - £175.50
- (c) JRB Enterprise Ltd (Dog Bags) £149.70
- (d) To consider and agree to apply the 2019/20 pay award as recommended by the National Joint Council (NALC/SLCC) with effect from April 2019
- (e) To consider and approve the monthly budget monitoring report
- (f) To consider and approve the monthly bank reconciliation report
- (g) To note the Internal Auditor's report on the 2018/19 accounts and consider any recommendations

15. Lengthsman Agreement 2019/20

To review the current Lengthsman contract and decide whether to operate the scheme in 2019/20.

16. Planning Applications

To consider any planning applications submitted to Bromsgrove DC and make any comments in support or objection.

17. Parish Magazine

To nominate a Councillor to write this month's contribution to the Parish Magazine.

18. Party in the Park

To consider an alternative date for the Party in the Park due to the original date of 15th June clashing with another local event.

19. Litter Pick

To consider the purchase of litter picking equipment and the organisation of an additional litter pick event during the winter months.

ITEMS/UPDATES FOR INFORMATION AND DISCUSSION

20. Vehicle Activated Sign (VAS) - Belbroughton Road

To receive an update (deferred from last meeting).

21. Beacon and Oak Tree Planting

To receive an update on the beacon and planting of donated oak tree (deferred from last meeting).

22. Play Equipment Annual Inspection

To consider the annual RoSPA inspection of the Council's play equipment.

23. Parish Maintenance

To receive an update in relation to parish maintenance and Lengthsman activities.

24. Cricket and Boules Pitch Toilets

To receive an update on the progress of the toilets project.

25. Councillors' reports and items for the next agenda

Councillors may use this opportunity to report matters for information and to raise items for future agendas.

26. Exclusion of Press and Public

In accordance with the Public Bodies (Admission to Meetings) Act 1960s1(2) it will be proposed by the Chair to exclude members of the public and press from the meeting in order to discuss matters of a confidential nature.

27. Appointment of Clerk/RFO

To consider the appointment of a new Clerk/RFO.

(*) *Denotes that this item has an associated written report which may be attached with this Agenda, sent separately or made available at the meeting.*

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