



Clent Parish Council

Councillors are summoned to a Meeting of the Parish Council at
7:00PM on Monday 17th June 2019
at Clent Parish Hall, Church Ave, Clent, Stourbridge DY9 9QT

Press and public are cordially invited to attend

AGENDA

1. Apologies for absence

To receive apologies and to approve reasons for absence.

2. 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.

3. 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.

4. 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 exact 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.

5. Updates from District/County Councillors

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

6. Clent Youth Council

To receive an update from the Youth Council representative.

7. VE Day 75 – 8th May 2020

To receive a presentation about the VE Day 75th Anniversary commemorations planned for May 2020.

ITEMS REQUIRING A DECISION

8. Minutes (*)

To resolve to accept the minutes from the Parish Council meeting on the 20th May 2019 as true record of the proceedings.

**9. Annual Governance and Accountability Return (AGAR) 2018/19:
Annual Governance Statement (*)**

To consider and approve the 2018/19 Annual Governance Statement which is Section 1 on the AGAR and agree that the Chairman and Clerk sign the document and forward this to the external auditor in line with the Accounts and Audit Regulations 2015.

**10. Annual Governance and Accountability Return (AGAR) 2018/19:
Accounting Statements (*)**

To consider and approve the 2018/19 Accounting Statements which is Section 2 on the AGAR and agree that the Chairman and RFO sign the document and forward this to the external auditor in line with the Accounts and Audit Regulations 2015.

11. Correspondence – Grant Funding Request (*)

To receive correspondence from Bluwave Community Transport requesting grant funding.

12. Finance

To consider and agree the payment of the following:

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| (a) Clent Parish Hall - | £71.25 |
| (b) N Farress Temporary Clerk Fees - | £209.00 |
| (c) John Benner (Internal Auditor) | £290.00 |
| (d) To acknowledge receipt of a payment from WCC of £832.85 in relation to the Lengthsman Scheme from Sept-Dec 2018 | |
| (e) To consider and approve the monthly budget monitoring report | |
| (f) To consider and approve the monthly bank reconciliation report | |
| (g) To receive an update from Cllr A Sherrey in relation to the preferred software to be used by the Council to keep its financial records | |
| (h) To discuss arrangements for storing Council financial records, Minutes and other documentation that is required to be retained. | |
| (i) To receive an update from Cllr Bates (Acting RFO) on the implementation of internet banking and the changes to the bank mandate. | |

13. Maintenance & Highway matters and Lengthsman Scheme 2019/20

- (a) To discuss the outcome of a meeting in relation to the current Lengthsman contract and decide whether to continue with the scheme.
- (b) To agree the location of the final set of white village gates.
- (c) To discuss current gulley clearing arrangements in the parish.
- (d) To discuss any other highway or parish maintenance matters

14. Grounds Maintenance & Play Areas

- (a) To discuss and agree a solution to the boggy area in the playing fields that has recently appeared and reported by the Youth Council.
- (b) To discuss and agree the works required by the recent RoSPA report detailing the condition of the play equipment.

15. Planning Applications

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

(a) **19/00623/FUL** - Loft conversion and associated elevational treatments - The Coppins, Mount Lane, Clent.

16. Parish Magazine

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

17. Litter Pick

To consider recommendations from Cllrs Bates and Mrs Howard in relation to 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

18. Vehicle Activated Sign (VAS) - Belbroughton Road

To receive an update (deferred from last meeting).

19. Beacon and Oak Tree Planting

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

20. 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.

21. 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.

22. Appointment of Clerk/RFO

To receive an update from the Chairman in relation to the recruitment of a permanent 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.*

Issued: 11th June 2019

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