

# Clifton upon Teme Parish Council

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Dear Councillor

26th<sup>†</sup> March 2019

Notice is hereby given that an Ordinary Meeting of Clifton upon Teme Parish Council will be held on Thursday 4<sup>th</sup> April 2019 at 19:40 hours in the Rowberry Room, Clifton upon Teme Village Hall when the business set out in the agenda below will be transacted. You are respectfully summoned to attend the meeting.

Yours faithfully

**Jeanette Hill**

Clerk and Responsible Financial Officer

**Please note that there will be no provision for a democratic period at this meeting**

## AGENDA

### 1 To Consider any Apologies for Absence

### 2 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 in items on the agenda and their nature
- c. To declare any Other Disclosable Interests in items on the agenda and their nature.

Councillors who have declared a Disclosable Pecuniary Interest, or an Other Disclosable Interest, which falls with the terms of paragraph 12(4)(b) of the Code of Conduct and who have not been granted a Dispensation, **must leave the room for the relevant items.**

Failure to register or declare a Disclosable Pecuniary Interest may result in the commission of a criminal offence.

### 3 To Consider Written Requests from Councillors for the Council to Grant a Dispensation (S33 of the Localism Act 2011). Written requests for the granting of a dispensation to be made to the Clerk.

### 4 Minutes of Previous Meetings of the Council

To consider adoption of the Minutes of the Ordinary Meeting of Clifton upon Teme Parish Council held on 7<sup>th</sup> March 2019.

### 5 To receive the report of the County Cllr Ken Pollock - For Information

### 6 To receive the report of the District Cllr Caroline Palethorpe - For Information

### 7 Planning

To consider planning applications referred by Malvern Hills District Council for comment.

### 8 Finance and Regulatory matters

- a) Bank Reconciliation
- b) Receipts: To receive reports of income received since the last meeting
- c) Payments: To receive reports of payments made and to consider payments to be made in respect of outstanding invoices and requests for payment
- d) Report from the Staffing Committee
- e) Lengthsman Proposal: to accept the Lengthsman Contract as submitted by Worcestershire County Council for the 2019/2020 financial year. R. Wilks appointed as Lengthsman to Clifton upon Teme for 2019/2020
- f) To respond to a Freedom of Information request.

### 9 Property related matters

- a) To resolve urgent matters related to property for which the Council is responsible which might arise between publication of this agenda and the commencement of the meeting
- b) To consider recommendations in the Annual Inspection and Safety Audit
- c) To note receipt of a copy of Clifton upon Teme Guides response to the Parish Council Solicitor dated 15<sup>th</sup> March 2019.

### 10 Statements by Councillors

### 11 Date of Next Meeting

The next Ordinary Meeting of Clifton upon Teme Parish Council will be held on Tuesday 30<sup>th</sup> April 2019, the time and venue for the meeting to be confirmed upon publication of the agenda.

**Members of the public and press are cordially invited to be present at the above meeting**