

# Clifton upon Teme Parish Council

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Dear Councillor

1<sup>st</sup> February 2019

Notice is hereby given that an Ordinary Meeting of Clifton upon Teme Parish Council will be held on Thursday 7<sup>th</sup> February 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

**Democratic Period:** A period of up to ten minutes (with a maximum time period of two minutes per person) will be allowed before the commencement of the Parish Council Meeting proper to allow members of the public to address the Parish Council with regard to matters on this agenda or to raise issues for future consideration at the discretion of the Council. This period may be reduced if no members of the Public are present or wish to speak; members of the Public may not take part in the Parish Council Meeting itself.

## 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 10<sup>th</sup> January 2019.

### 5 Progress Reports/Updates on Matters Previously Considered, relating to outstanding items not mentioned elsewhere on the agenda

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

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

### 8 Planning

- a) To consider planning applications referred by Malvern Hills District Council for comment
- b) To consider under the Scheme of Delegation any Planning Applications received between publication of this agenda and the Meeting
- c) Details of Decision Notices received
- d) Details of other "Planning" related Matters received by the Council prior to the commencement of the meeting.

### 9 Highways and Byways

To receive reports of highways (roads & pavements) & byways (bridleways and footpaths) matters from Members, Parish Paths Warden, and the Clerk, and to decide on appropriate action by the Council relative thereto:

- a) Lengthsman
- b) Public Rights of Way
- c) New Highways and Byways Issues.

**10 Finance**

- 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.

**11 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) Update re the commissioning of repair work to the pavilion (PAT testing completed)
- c) Proposal: to commission the remainder of the repair work required at the pavilion.

**12 Reports by Councillors**

To receive the reports of Councillors representing the Council on outside bodies and attending conferences/training courses, to ask relevant questions, and to decide on appropriate action.

**13 Correspondence for consideration and information**

- a) To consider correspondence received between publication of this agenda and the commencement of the meeting
- b) Assets of Community Value nomination; Clifton upon Teme Playing Field.

**14 Items for inclusion on a future agenda**

To report and request items for inclusion on future agenda; to have regard to items raised in public session

**15 Date of Next Meeting**

The next Ordinary Meeting of Clifton upon Teme Parish Council will be held on Thursday 7<sup>th</sup> March 2019 at Clifton upon Teme Village Hall

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

In view of the confidential nature of the business about to be transacted, the public and press will be excluded pursuant to the Public Bodies (Admission to Meetings) Act 1960. The reasons being matters linked to Parish Council assets and staffing matters.