

# Clifton upon Teme Parish Council

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Dear Councillor

23<sup>rd</sup> April 2019

Notice is hereby given that an Extra Ordinary Meeting of Clifton upon Teme Parish Council will be held on Tuesday 30<sup>th</sup> April 2019 at 19:40 hours in the Sports Pavilion, Pound Lane, Clifton upon Teme 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 Planning responded to under delegated powers

Members noted that the Parish Council's response in relation to application 19/00562/FUL, land at (Os 7113 6189), The Village, Clifton upon Teme, variation of condition 18 & 19 of 16/01596/FUL to allow new footway to be constructed narrower than 2m in width and to remove cycle way provision, had been submitted to Malvern Hills District Council (see file on MHDC planning portal).

### 5 Annual Return for the year ended 31<sup>st</sup> March 2019

- a) To consider the submitted accounts for the Financial Year ending 31<sup>st</sup> March 2019
- b) To resolve to confirm the Annual Governance Statement 2018/19
- c) To resolve to confirm Approval of the Accounting Statements for 2018/19.

### 6 Finance and Associated Matters

- a) Payments: To receive reports of payments made and to consider payments to be made in respect of outstanding invoices and requests for payment
- b) Members noted that a request under Freedom of Information regulations had been actioned
- c) Proposal: that Clifton upon Teme Parish Council records are handed over at the extra ordinary meeting on the 30<sup>th</sup> April 2019 to Cllr Russell Henry (to be collected on his behalf by his wife in his absence. Mrs Henry to check and sign against an itemised list of documents handed over)
- d) Members noted that the PC owned mobile telephone SIM card no longer worked. The handset and charger included amongst items to be handed over to Cllr R Henry.

### 7 Date of Next Meeting

- The date of the next ordinary meeting of Clifton upon Teme Parish Council to be determined by Council after 7<sup>th</sup> May 2019
- The date of the Annual Council Meeting to be determined by Council after 7<sup>th</sup> May 2019
- The date of the Annual Parish Meeting to be determined by Council after 7<sup>th</sup> May 2019.

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