

CLIFTON UPON TEME PARISH COUNCIL

The Annual Meeting of the Parish Council will be held on Thurs 5th May 2022 at Clifton upon Teme Village Hall commencing at 7.40pm

AGENDA

1. Election of Chairman and signing of Declaration of Office.
2. To consider apologies and to approve reasons for absence.
3. To receive
 - resignations of office (if any)
 - applications for Councillor co-option (if any)
4. Election of Vice Chairman.
5. Declarations of Interests & consideration for requests for Councillor Dispensations in line with s33 of the Localism Act 2011:
6. Register of Interests: Councillors are reminded of the need to update their Register of Interests.
 - To declare any Personal or Prejudicial Interests in items on the agenda and their nature.

(The meeting may be suspended at this point to allow members of the public to address the Council)

7. To note Standing Orders and consider any revisions required.
8. To note the Parish Councillor Code of Conduct.
9. To consider the Council's Schemes of Delegation and appoint members to the following roles
 - Urgent Business Committee
 - Finance Working Group
10. To review the Council's Financial Regulations, Risk Assessments and Insurance requirements *(The Council may wish to delegate this the Financial Working Group to investigate and report to the next meeting)*
11. To appoint individual or groups of Councillors to the following PC roles -
 - Financial Working Group
 - Chairman & Vice-Chairman of Urgent Business Committee
 - Cheque / online banking signatories
 - To nominate two Councillors to attend the Worcestershire CALC Area Meeting
12. To approve the Minutes of the Parish Council Meeting held Thurs 7th April 2022 and consider any matters arising from the meeting if not itemised on this agenda.
13. District & County Councillor Reports (to be circulated via email)

14. Financial & Governance Matters –
 - Payment schedule (to be circulated via email) – Clerk
 - Insurance claim – pavilion roof – Cllr Gilbert / Clerk
15. Parish Matters / Updates –
 - Village Maintenance Plan update – Cllr Gilbert
 - Clifton Archives Project – Cllr Gilbert
 - Queens Platinum Jubilee – Cllr A. Henry
 - Recreation Field – weed management – Cllr A. Henry / Clerk
16. Section 106 matters –
 - Four Acre Field project updates – Cllr Campsall
 - S106 and Legal matters – Clerk
17. Planning Matters –
 - 17.1 Applications for consideration: 22/000529/HP – 11 Woodmanton Close, WR6 6DG – single storey rear extension and two storey side extension.
 - 17.2 Notifications:
18. Strategic Planning updates – Cllr Gilbert
19. Highway Matters –
 - Lengthsman tasks
 - Outstanding matters referred to County Cllr Chambers
 - Footway option linking Hope Lane to Pound Lane – Cllr Bowden
 - Road and footpath closure notices (as circulated)
20. Councillors Reports & Items for Future Agendas – Councillors may report on any matters not listed on this agenda and request future agenda items for consideration.