

CREDENHILL PARISH COUNCIL



Councillors,

You are summoned to the Annual General Meeting of the Parish Council followed by
an Ordinary Parish Council Meeting
to be held by LIVE Video Conference at

<https://www.facebook.com/Credenhill/>

or

<https://youtu.be/OQvpzYOU3TY>

on

Wednesday 20th May 2020

Meeting to commence at 19:00

Members of the Public and Press are welcome.

Mr Lee Harper-Smith
Parish Clerk
15th May 2020

ANNUAL MEETING OF THE PARISH COUNCIL AGENDA

1. Apologies for Absence

2. Minutes

To approve the minutes of the Annual General Meeting of the Parish Council held on 15th May 2019

3. Chairman

- 3.1. Receive report from Chairman for 2019/20
- 3.2. Election of Chairperson for 2020/21
- 3.3. Declaration of acceptance of office of Chairperson

4. Vice Chairperson

- 4.1. Election of Vice Chairperson for 2020/21
- 4.2. Declaration of acceptance of office of Vice Chairperson

5. All Councillors to up-date their Notice of Registrable Interest Forms if applicable within 28 days

6. To review and adopt Policies and Procedures:

- 6.1. Standing Orders and Finance Regulations.
- 6.2. Code of Conduct.
- 6.3. Information Policy.
- 6.4. Approve Risk Assessment schedule.

7. Finances:

- 7.1. To receive and adopt the Accounts for the Financial Year ended 31st March 2020.
- 7.2. Sign Section 1 – The Annual Governance Statement.
- 7.3. Sign Section 2 – The Accounting Statements.
- 7.4. To confirm Bank Signatories and agree future Banking Arrangements.
- 7.5. To appoint Internal Auditor.
- 7.6. To review and decide on Insurance Provision from 1st June 2019.
- 7.7. To approve Land and Assets Register.

8. Agree Parish Working Groups

9. Agree meeting dates for the coming year.

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ORDINARY PARISH COUNCIL MEETING AGENDA

1. **Apologies for Absence** - To receive and accept apologies for absence.

2. **Declarations of Interest & Dispensations**

2.1. To receive any declarations of interest in agenda items from Councillors.

2.2. To consider any written applications for dispensation

3. **Speakers**

Opportunity for visiting speakers to address council and the public in attendance.

3.1. Mark Hadley, Senior Project Manager Balfour Beatty – Bus Stop Option Appraisal

3.2. Update from Ward Councillor Bob Matthews.

4. **Public Question Time**

Opportunity for members of the public to raise issues or ask the Parish Council questions.

5. **Minutes**

To approve and sign the Minutes as a true record of the Ordinary Parish Council Meeting held on 15th April 2020.

6. **Financial Report – Appendix A**

6.1. Confirmation of Bank Balances

6.2. Receipts

6.3. Invoices for Payment

7. **Planning Applications**

Reference	Details	CPC Status	HC Previous Status	HC New Status
P201299/F	81 Ecroyd Park- Proposed replacement of a double garage with a 2 storey dwelling	New	N/a	Comments by 05/06/2020
P201181/F	Long Friday Farm - Application for variation of a condition 2 following grant of planning permission 190945 (Agricultural workers dwelling) - to allow change of appearance of approved design.	New	N/a	Comments by 18/05/2020
P200826/F	Orchard House - Application for variation of condition 6 of planning permission. (130779/F)	Comments Submitted – Objection	Comments by 19/04/2020	Determine by 29/05/2020
P200749/XA2	Application for approval of details reserved by conditions – P132278	No Comments Required	No comments Determine by 29/04/2020	No comments Determine by 29/04/2020
P193794/O	Land South of A480 – Up to 100 Houses – Re-consultation	Comments Submitted - Mixed	Undecided Determine by 29/01/2020	Re-consultation Comments by 29/05/2020

8. **To receive reports from working groups**

8.1. Finance (AS, TS, ML)

8.2. Community Hall (TS)

8.3. Footpaths (PB)

8.4. Shops/Businesses (DP)

8.5. War Memorial (DE)

8.6. Flood Alleviation Scheme (JB)

8.7. Schools (TBC)

8.8. Roman Park (JH, RN)

8.9. Social Club (PW)

8.10. Asset Management (ML, PW, TS)

8.11. COVID19 Emergency (All)

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9. Matters arising since last meeting:

- 9.1. West Mercia Police Grant available to help fund PPE for volunteer groups
- 9.2. Road Safety for pedestrians practicing social distancing on the narrow sections of pavement on Station Road.
- 9.3. Website - WCAG 2.1 Compliance Deadline 22nd September 2020 (Web Content Accessibility Guidelines)
- 9.4. Review Roman Park Revised Layout Sketch and agree next steps.
- 9.5. Consider quote received to provide an updated condition report for the Culverts from EDS £1,100 + VAT
- 9.6. Consider approval of second half of village bins order from Glasdon £1748 + VAT

10. Public Question Time

Further Opportunity for members of the public to raise issues or ask the Parish Council questions.

11. Confirmation of the next Ordinary Parish Council Meeting, Time, Date & Place.

7.30 pm, 17th June 2020, will be by LIVE Video Conference Call at <https://www.facebook.com/Credenhill/> or <https://youtu.be/OQvpzYOU3TY> unless lockdown is relaxed then it will be held at Youth and Resource Centre; a summons and notice will be provided nearer the time.