

NOTICE

Birlingham Parish Council

June Hiden, Lamorna, Broadway Road, Birlingham
birlingham_clerk@yahoo.co.uk

To Members of Birlingham Parish Council

You are duly summoned to attend the next meeting of Birlingham Parish Council
to be held at

7.00pm
On

Wednesday 16 September 2020

By videoconferencing *

Agenda

Welcome

Present

- 1) **Apologies:** To receive apologies and to approve reasons 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.
 - d) Written requests for the Council to grant a dispensation (S33 of the Localism Act 2011) are to be with the Clerk at least four clear days prior to a meeting.

- 3) **Minutes of the previous meeting**

To consider the approval of the minutes of the meeting held on 15 July 2020. (Attached)

Democratic Opening

The meeting is adjourned for Public Question Time. Residents are invited to give their views and question the Parish Council on issues on this agenda, or raise issues for future consideration at the discretion of the Chairman. This is also a time where Councillors can raise items for future agendas.

- 4) **Progress Reports:**

for information

- a. Footpath Warden
- b. Tree Warden
- c. District Councillor (if not present request written report)
- d. County Councillor (if not present request written report)
- e. Clerk

Birlingham Parish Council

June Hiden, Lamorna, Broadway Road, Birlingham
birlingham_clerk@yahoo.co.uk

5) **Planning**

- a. Report on outstanding planning applications
- b. Applications granted/refused
- c. Enforcement
- d. Proposed Certificate of Lawful Use – Shepherds Huts

6) **Financial Matters**

a. The Accounts for 2020/2021

i) Bank balance

ii) Receipts

- i. £90.00 – Worcestershire County Council (Lengthsman May)
- ii. £40.00 – Birlingham Village Hall refund

iii) Payments agreed: –

- i. £55.00 – Internal audit
- ii. £140.00 - PAYE (April, May, June) (584)
- iii. £560.00 - Clerks salary (April, May, June)
- iv. £104.28 - Clerks standard expenses (April, May, June) (587)
- v. £90.00 – Lengthsman May
- vi. £96.00 – payment due to Lengthsman for work carried out February 2019 (585)
(BACS receipt 16 April 2019)

b. Future payments for consideration

- i. £145.00 – PAYE (July, August, September)
- ii. £580.00 – Clerks salary (July, August, September – rate agreed and increased July 2020) (586)
- iii. £135.00 – Lengthsman July
- iv. £255.00 – Lengthsman August

The Accounts for 2019/2020 logged as 'exempt from a limited assurance review' confirmed by the SBA Team, for and on behalf of PKF Littlejohn LLP.

Clerk requested village website maintainer to display the completed Certificate of Exemption, Annual Return (pages 4, 5 and 6), variances and bank reconciliation on the Parish Council pages of the website.

c. Budget setting at the November meeting

d. Remembrance Day

7) **Day of Parish Council meetings**

Request from Birlingham Village Hall to move the Wednesday meeting to either a Tuesday or Thursday evening. Discuss.

Birlingham Parish Council

June Hiden, Lamorna, Broadway Road, Birlingham
birlingham_clerk@yahoo.co.uk

8) **Traffic – increase in movements, vehicle size and type, passing place(s)**

Whitehall Lane, New Barn Road and Church Lane. Discuss.

9) **Flooding and drainage**

Discuss and update on flooding issues at the following locations:

A4104 (Pershore to Upton upon Severn road) – above The Marina
Hills Cottage / Upper End
The Old Coach House – manhole
The Old Post Office
Berwick Lane / Grange Lane
Parsons Pleck, Upper End / The Avenue

10) **Broadway Road**

Regrading / resurfacing of the highway. Update.

11) **Litter Pick** - September

Discuss.

12) **Councillors' reports and items for future agenda**

Subject / Objective	Person Responsible for taking forward	Update/Actions
1) SmartWater	Paula Aston	Update
2) Millennium Bench	Maxine Cook	Quotes received: Symonds Carpentry £920.00 Andrew Churchley £886.50 Regal Construction £794.65 Update on next steps.
3) Outdoor Gym	Michael Porter	Feedback. Action.

Any other items.

13) **Date of next ordinary meeting**

To confirm the date of the next ordinary meeting which is scheduled for Wednesday 18 November 2020 at 7.00pm.

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

Birlingham Parish Council

June Hiden, Lamorna, Broadway Road, Birlingham
birlingham_clerk@yahoo.co.uk

- * Councillors who have declared a Disclosable Pecuniary Interest, or Other Disclosable Interest which falls within the terms of paragraph 12(4) (b) of the code of conduct, must leave the room for the relevant items

Failure to register or declare a Disclosable Pecuniary Interest may be a criminal offence.

Signed

June Hiden

June Hiden
Clerk to Birlingham Parish Council

Date: 11 September 2020

*Nalc 31 July 2020

Remote meetings

Updated regulations regarding remote meetings were published on 30 July and come into force on 1 August. We are updating our legal briefing and will be reissuing this on Monday to take account of the snappily titled *Amendment Regulations to the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 (the 2020 Regulations)*.

Key points to note are that parish meetings will be included within the definition of 'local authority' so they can meet remotely, the requirement for an annual parish meeting is disapplied and there are amendments to meeting notice provisions, including a requirement for parish councils and parish meetings to send out details of the remote meeting (e.g. the Zoom, Microsoft Teams link and log in details) when public notice is given. Do look out for the legal briefing on Monday.