AGENDA

Birlingham Parish Council

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

To Members of Birlingham Parish Council
You are duly required to attend the next meeting to be held on
Wednesday 18 September 2013
Village Hall
7.45pm

Welcome

1) Present

2) Apologies for absence

3) 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 Other Disclosable Interest which falls within the terms of paragraph 12(4) of the code of conduct, must leave the room for the relevant items)

4) Minutes of the previous meeting.
   To consider the minutes of the meeting held on 17 July 2013 and minutes to be approved.

5) Democratic Opening
   Note:
   The time allocated is at the discretion of the Council / Chairman – to a maximum of 30 minutes. 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. Members of the public may not take part in the Parish Council meeting. This period is not part of the formal meeting: brief notes will be appended to the minutes as an aide memoire. A Councillor with a prejudicial interest in a particular issue may address the Council on the issue during Public Question Time subject to the Councillor leaving the room in the event of an exchange on the issue between the public and the Council during this period.

6) Progress Reports
   a. Footpath Warden
   b. District Councillor (if not present request written report)
   c. County Councillor (if not present request written report)
   d. Clerk

7) <u>Planning</u>
   a. Report on outstanding planning applications
   b. Applications granted/refused

c. Public Speaking at the council's Planning Committee
d. Consultation on the New Local Enforcement Plan

8) Financial Matters

a. Bank balance

b. The Accounts for 2013/2014

c. Receipts

Payments –
£120.00 – Lengthsman (June)

d. Future payments
£460.00 NHB for BVH as item below
£100.00 – Lengthsman (July)
£80.00 – Lengthsman (August)

e. Audit returned from Grant Thornton
The Accounts for 2012/2013
Notice of conclusion of audit

f. Budget for 2014-2015
Discussion following CALC's report to Area Meetings

9) Financial Regulations
Discussion and adoption

10) Jubilee Wood

- Tree Preservation Order;
- Plaque. Name of track "Jubilee Walk";
- Upkeep of area/ responsibility /plan for future maintenance;
- Further discussion and updates;
- Agreement.

11) Oak tree at The Coach House
Tree report / update / discussion.

12) Plane Tree

- Build up precept (Budget/precept in November);
- Tree surgeon – tree fund again? Future maintenance can be monitored with a tree surgeons report?
- Clarify responsibility / remedial care but not ownership / Definition of "remedial" care;
- When should PC act;
- Agreement.

13) New Homes Bonus

- Annual Report and requests for advance payments (letter notification from WDC).
- Resolution from previous meeting agreeing to BVH application for 2013/2014 bonus allocation for microwave. Email news 32 advised as follows: 5. Parish Council Meeting, 18th September – New Homes Bonus

At the next Parish Council meeting on Wednesday 18th September, the Council will be making a final decision on the request for this year's New Homes Bonus (amounting to £460) to be used by Birlingham Village Hall for the purchase of a commercial microwave.
The Council is required by Wychavon District Council to consult the parish before the decision is made, so we would like to hear whether you support this use of the funds. Please send your comments to news@birlingham.org.

14) Website

- ***General update***: Passed 3,000 visitors mark, with 11,000 page loads
- ***Advertising update – need an agreement.***

Previously: What to do with the *income* / profit? The income must be for a community purpose. The money must be accounted for through the Parish Council bank account but this could be accounted for as a separate fund. There is a VAT implication but the Council is small. A way round this is to ask for voluntary donations towards the Council's *grant fund.* The Councillors agreed not to charge for advertising for the website but to ask for a donation. The limit was £65,000 with the money to be kept aside for a relevant cause/request within the parish. Need to action an agreement for the "amounts" for the website donations.

There must be a separate fund.

As an indication of a ***donation*** £20 had been suggested for an advertising contribution.

- Which ***Best Practice guides*** should be put onto the website?
- Future ***hosting*** of website?
- ***Photographs***?
- ***Disclaimer***? (WDC's solicitor – "I think it would be a good idea to have a disclaimer making it clear that information on that part of the website did not necessarily reflect the position of the Parish Council or have their support".

15) Ragwort

Newspaper article received from resident together with copy of letter sent to Chairman

16) Training - Confirmation of the following events

- **CALC Networking event** - "Ways Forward for your Council" discussion evening on Tuesday **24 September** 7pm to 9pm at County Hall - **£5** : Clerk
- **Parishes event** - for parish and town councils on Wednesday **25 September** from 6pm to 8pm in the Council Chamber at the Civic Centre in Pershore. This will include an update on the NHB, Council Tax setting for 2014/15 and any other topical issues : Councillor John Hill and Clerk.
- **Code of Conduct and Standards regime** training (confirmed 6 August by WDC Ref: IGM/ML dated 14 June 2013 – Training) **Monday 7 October** at 7pm in the Council Chamber at Civic Centre in Pershore :
  Tony Hall, John Hill, Marion New and Clerk.

17) Dates for next year's meetings

15 January / 19 March / 21 May with APM / 16 July / 17 September / 19 November
Confirmation of Wednesday at 7.45pm

18) Councillors' reports and items for future agenda

19) Closure and next meeting on 20November 2013 at 7.45pm

Clerk
12 September 2013