- NOTICE -

Birlingham Parish Council

June Hiden, Lamorna, Broadway Road, Birlingham
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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 20 November 2019

At

Birlingham Village Hall

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 18 September 2019. (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

5) **Planning**
   a. Report on outstanding planning applications
   b. Applications granted/refused
   c. Enforcement

6) **Financial Matters**

a. The Accounts for 2019/2020

i) Bank balance

ii) Receipts

£3,224.00 – Wychavon District Council (precept £3,135 and grant £89)
£120.00 – Worcestershire County Council
£195.00 – Worcestershire County Council

iii) Payments agreed: –

i. £114.00 – Lengthsman July
ii £120.00 – Lengthsman August

b. Future payments for consideration

i. £195.00 – Lengthsman September
ii £120.00 – Lengthsman October
iii. £560.00 - Clerks pay – July, August, September
iv. £140.00 - Clerks PAYE – July, August, September
v. £104.28 - Clerks expenses – July, August, September
vi. £55.00 - poppy wreath

d. Budget setting. A pre-budget meeting has been held. Consideration to be given to the following:

To commence with discussion on level of balances it is appropriate for the Council to hold.

- Precept request / application to be considered for January submission

Included discussion–

- Clerks pay, PAYE and expenses – quarterly payments as per financial year and in line with RTI
- Charities
- Car allowance – 40 pence per mile (Adoption of Local Authorities (Members' Allowances) (England) Regulations 2003
- Insurance due in May
- Projects for example Telephone box refurbishment
- CALC's fees – consider any increase in subscriptions
- Village Hall charges
- Training

- Provisions:
  Plane tree
  Election
  Community
  Lengthsman (WCC set target)
  Footpath Warden – budget comes through WCC

e. Mandate – notification from Lloyds Bank that the signatory access has been changed on the account to include Maxine Cook.

7) **Policies**
Review outstanding

- Dealing with the press/media / Social Media Policy – Councillor Aston and Clerk
- Circulation of front sheet (version controls) for GDPR and Planning

8) **Litter Pick**
Date to be decided in 2020 (last year end of March) for the annual Litter Pick (Easter 12 April. School holidays Monday 6 April to Friday 17 April). Saturday options: 21 and 28 March or 4 and 18 April?

9) **Dog Fouling - signage**

Should this be reintroduced to the village?

10) **VE Celebrations**

CALC information regarding VE day celebrations suggests Towns and Parish Councils to take the lead in VE Day 75 anniversary (8 – 10 May 2020) Discuss.

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

Any updates on:
New Homes Bonus
SmartWater
Wychavon Community Legacy Grant e.g. Speed Watch course

Remembrance

12) **Date of next ordinary meeting**

To confirm the date of the next meeting on Wednesday 15 January 2020.

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

* 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: November 2019