

FECKENHAM PARISH COUNCIL

To Members of Feckenham Parish Council

You are duly summoned to attend the Annual Meeting of Feckenham Parish Council to be held on Thursday 12th May at Feckenham village hall at 7.30pm, Back room.

Jane Bull,

Clerk to Feckenham Parish Council

AGENDA

- 1. ELECTION OF CHAIRMAN AND SIGNING OF DECLARATION OF OFFICE**
- 2. ELECTION OF VICE CHAIRMAN- SIGNING OF DECLARATION OF OFFICE.**
- 3. APOLOGIES:**

- 4. DECLARATIONS OF INTEREST AND DISPENSATIONS**
 - a) To receive declarations of interest from councillors on items on the agenda.
 - b) To receive written requests for dispensations for disclosable pecuniary and nonpecuniary interests (S33 of the Localism Act 2011) which are to be with the clerk as soon as possible prior to a meeting.
 - c) **TO CONSIDER GRANTING REQUESTS FOR DISPENSATION**
 Requests for dispensation must be made on an individual basis.

- 5. TO NOTE FINANCIAL REGULATIONS**
 Financial Regulations re-adopted on 14th April 22; copy on website.

- 6. TO NOTE STANDING ORDERS**
 Standing Orders re-adopted on the 3rd of March 22 Meeting; copy on website.

- 7. TO NOTE CODE OF CONDUCT & EQUALITY, DIVERSITY, AND INCLUSION POLICY.**
 Code of Conduct re-adopted at the 18 April Meeting 22.

- 8. TO NOTE COMPLAINTS PROCEDURE**
 Adopted by Feckenham Parish Council on 18 April; Updated 2019.

- 9. TO NOTE CLERK'S DELEGATION SCHEME FOR PLANNING AND APPOINT THREE MEMBERS TO THE DELEGATION**
 The Council adopted this scheme at the September 2007 Meeting and the scheme was revised at the April 2019. meeting to read as follows:
 1. All planning application consultations whose deadlines expire after the next scheduled meeting will be considered in Council.
 2. The Clerk will endeavour to obtain extensions for planning application consultation deadlines which fall shortly before the next scheduled meeting.
 3. The Council delegates all planning application consultations not considered in the above clauses (1 & 2) to the Clerk in consultation with one or more named Councillors determined by the Council.
 4. Consultation may be by correspondence, including email, or in person.
 5. The Clerk will email planning consultation notices to the named Councillors. Planning applications can be viewed online at the local authority's website. Comments should be returned as soon as possible to the Clerk for determination of the Council's response within the prescribed consultation period.

6. Decisions made under delegation will be reported to and minuted at the next Council meeting.
7. Under this delegation, and in particular with regard to controversial or major development proposals, the Clerk in consultation with the Chairman of the Council, may decide that a Parish Meeting and/or an Extraordinary Meeting of the Council be called to consider the matter or that the matter be referred to the next Council Meeting, whichever is appropriate.

10. TO NOTE COUNCIL'S RISK ASSESSMENT

11. TO NOTE CLERK'S FINANCE CONSULTATIVE GROUP AND APPOINT MEMBERS

The Council resolved to form a Clerk's Finance Support Group at the May 2018 Meeting.

12. TO NOTE EMERGENCY DECISION MAKING SCHEME

At the September 2007 Meeting the Council adopted this scheme. The scheme was amended at the July 2015 meeting to read as follows:

Urgent decisions required between scheduled meetings of the Council are delegated to the Clerk in consultation with the Chairman of the Council. The Clerk is permitted urgent expenditure up to £400 including VAT per month to be made without a formal decision to do so in a Council Meeting. Two Councillors are required signatories and all spending must be reported at the next meeting of the Council. Decisions made under this delegation will be reported to and minuted at the next council meeting. Under this delegation, where appropriate, the clerk may decide that an extraordinary meeting of the council be called to deal with the urgent matter.

13. TO NOTE CHAIRMAN'S ALLOWANCE At the September 2007 Meeting the Council adopted a Chairman's Allowance which is £400 for the 2022- 2023 financial year. This amount can be spent by the Chairman with prior approval of the Council and is reimbursable upon presentation of a receipt/invoice.

14. TO NOTE COUNCILLOR'S EXPENSES:

Cars and Vans: First 10,000 business miles at 45p per mile in tax year, each mile after @ 25p per mile.

Subsistence allowances are available for Councillors where they are away from home and unable to make their own arrangements. Councillors are reimbursed for actual expenses incurred up to the following maximum amounts, subject to the production of receipts: -

Breakfast	£5.00
Lunch	£6.75
Evening Meal	£20.00

15. TO APPOINT INDIVIDUALS TO THE FOLLOWING POSTS

- A. Footpath Officer:
- B. Two CALC Area Representatives:
- C. Square Management Comm:
- D. Standards Committee:
- E. Parish Lengthsman Liaison Officer:
- F. Village Hall Comm. Rep:

16. TO NOTE AND APPOINT MEMBERS OF WORKING PARTIES

- A. Traffic Calming WP:
- B. Local Groups to include Feckenham in Bloom:
- C. Staffing WP:

17. MINUTES: To consider the approval of the Minutes of the meeting held Thursday 14th April 22.

18. COUNTY COUNCILLOR(S) REPORT

19. BOROUGH COUNCILLOR(S) REPORT**20. FVAT REPORT.**

OPEN FORUM

The Parish Council meeting will be suspended for 15 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.

21. PLANNING**A. For Council Consideration: Planning Applications:**

22/00568/FUL.Q 13. Land adjacent to Feckenham Gardens.

B. RBC Approvals: .

C. RBC Refusals: **None.**

D. RBC Pending: 19/01264/FUL: Rockhill Farm.
 20/00569/FUL& 20/00570/LBC: Lower Berrow Farm.
 21/00249/FUL: Land North of Droitwich Road
 21/01790/FUL: The Parklands.
 22/00153/FUL: Damson Cottage, 1 High Street. Dropped curb application.
 22/00216/FUL Q13: Rookery Cottage
 22/00214/OUT: Land adjacent to Meadow Farm.
 22/00269/FUL: Domestic Garden to 1 Mill Lane.
 22/00388/OUT: The Tin House, Blaze Lane.

E. RBC Withdrawn: None

F. RBC Appeals: None.

22. FINANCE**A. TO APPROVE THE PAYMENT SCHEDULE**

Chq no: 1217: Worcestershire CALC (Membership) @ £566.20

Chq no: 1219: FIB Volunteer. Plants reimbursement @ £27.96.

Chq no: 1218: Lengthsman April 22 @ £242.00.

Chq no: 1220: Richardson's of Feckenham Ltd @ £1215.48.

Chq no: 1221: FIB Volunteer. Plants reimbursement @ £85.91.

26. COUNCILLORS REPORTS & FUTURE AGENDA ITEMS Councillors may use this opportunity to report matters of information not included elsewhere on the agenda and to raise items for future agendas.

DATE & VENUE OF NEXT MEETING

7:30pm on 7th July 2022 at Feckenham Village Hall.