

SALEWAY PARISH COUNCIL

Clerk to the Council: Carole Hirst, 1a Church Walk, Stourport on Severn,
WORCESTERSHIRE. DY13 0AL
Tel. 07903 377066

To Members of Saleway Parish Council - You are duly summoned to attend the
Annual Meeting of Saleway Parish Council
to be held at **Himbleton Parish Hall at 7:30pm on Wednesday 8th May 2019**, to
convene after the Annual Parish Meeting which commences at 7pm.

This meeting is open to the press and public. Residents are welcome to attend and
may address the meeting during Public Question Time.

Agenda

1. **Election of Chairman and Declaration of Office**
 2. **Apologies:** to receive apologies and approve reasons for absence
 3. **Election of Vice-Chairman.**
 4. **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.
Written requests for the council to grant a dispensation (S33 of the Localism Act 2011) are to be with the clerk at least four days prior to a 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.
- The meeting will be adjourned for Public Question Time.** The time allocated is at the discretion of the council/Chairman. 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 itself. This period is not part of the formal meeting, brief notes will be appended to the minutes as an aide memoire.
5. To consider any request for the Council to grant a dispensation
 6. **Minutes:** to approve the minutes of the meeting of the 16th March 2019.
 7. **Matters Arising** from the Minutes of the meeting of the 16th March 2019
 8. To Note the Councils Financial Regulations, Standing Orders, Risk Assessment and plan a review if required.
 9. **PROGRESS REPORTS:** for information
 - a. **Notice Boards** – update on final noticeboard installations
 - b. **Blockage at bottom of Stoney Lane** – Cllrs. Miller to feedback.
 10. **Parish Lengthsman:**
 11. **Correspondence received since previous meeting of Council.**
 - NOTICE- Notice of road closure on Church Lane, Oddingley, 5 days from 24th April – Burst Water Main.
 - C2118 & C2032, Himbleton - Proposed Parking Restrictions- The intention of the proposal is to keep the junction near Tall Trees clear of parked vehicles to prevent obstruction of turning manoeuvres/improve visibility. Additionally, restrictions are put forward to prevent parking through the bend/narrow section over Bow Brook. Forward visibility is limited in this area and parking, even on one side, would result in a potential conflict between meeting vehicles. The road running directly outside the

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school is relatively straight but a long line of parked vehicles could cause difficulties with meeting vehicles. We have therefore put forward a day time restriction in this area. On street parking is largely generated by the school, parents and teachers, but we are advised that there is ample off-road parking available to parents and staff only a short walk away. **Response by 31st May 19.**

12. **S106 monies** – Cllr Rowley to update Council
13. **Crime Report:** report from Droitwich Town East and Rural East **if supplied.**
14. **Planning:** To consider/review planning applications since last meeting
 - 19/00671/HP-Old Farm House, Church Lane, Oddingley, WR9 7NE-Erection of a front entrance porch extension and a single storey kitchen-boot room extension and associated alterations. The erection of a detached single-storey garage and garden store. **Consultation** to 16th Apr 19.

15 Finance

- a) to Approve the Audited accounts & Annual Return: 31st March 2019
 - (i) To Approve the Annual Audited Accounts from April 1st 2018 to 31st March 2019 as Audited by Internal Auditor Diane Malley.
 - (ii) AGAR 2018/19 Part 2 Certificate of Exemption. To approve Saleway Parish Council be certified as an Exempt Authority (Income/Expenditure under £25,000);
 - (iii) To consider the Internal auditor's report & recommendations prepared by Mrs D Malley circulated prior to the meeting
 - (iv) Proposal to Consider approval Section 1: Annual Governance statement:
 - (v) Proposal to Consider approval Section 2: Accounting statements:

b. **To consider and move to make payments presented by Clerk and record Income;**

Payment Schedule 8th May 2019

Payee	Description	TOTAL
C Hirst	Clerk Salary April 2019	£ 194.50
HMRC	April CLERK	£ 48.60
C Hirst	Clerk expenses to 8th May 19	£ 54.20
Worcestershire CALC	Subscription 2019/20	£ 756.21
Wyre Piddle P C	Shared ink for laser jet	£ 6.95
D M PAYROLL Services Ltd	Internal Audi 2018/19	£ 75.00
R Warner	Lengthsman	

£

Total payments 1,135.46

Income received from WDC Grant and Precept 1 2019/20, £2302.00

c. Bank Reconciliation to 31st March 2019

16 District, County Councillor and Parish Councillor reports

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**17 Dates of meetings for the forthcoming year: July 10th, September 11th,
November 13th (2019); January 8th, March 11th, May 13th (2020).**

18 Any Other Business

Date of next meeting: to confirm the date of the next meeting which is scheduled for **7:30pm on July 10th 2019.**

Signed Carole Hirst - Parish Clerk

Appendix 1 - MATTERS ARISING

Remaining three Notice Boards to be installed by the Lengthsman with help from a 2nd person. Saleway Parish Council agreed to pay these costs.

Hadzor Grit Bin: Cllr. Miller to progress. **Update Requested 16/3/19**

Cllr. Rowley to email a map of the entire Saleway Parish Boundary to Cllr. Rendle who will print out and pass to the Lengthsman.

Blockage at the bottom of Stoney Lane: Update from Cllr. Miller required. **Requested 16th March**

*Cllr. Boaz to provide the Clerk with the necessary information to put forward to WDC Localism Advisory Panel clarifying the location and situation regarding option2. Clerk to respond to the Advisory Panel when information received. **Cllr. Boaz response received on 16th March. Clerk pulled everything together.** WDC received conflicting advice on the location and discussions have been ongoing. Cllr. Boaz obtained a letter of consent for Noticeboard to go on the land. Localism Panel to now decide.*

19/00226/FUL-Huntingdrop Cottage, Hanbury Road, Droitwich Spa. Proposed development of 2 No. 2 Bedroom Bungalows on the existing Paddock next to Huntingdon Cottage. **Clerk to responded to the consultation 13th March 19.**

Clerk to ascertain whether the funding guidelines for the Grafton Society meet the brief for the Huddington Bell Project. If they do meet the criteria for Grafton Society Funds then Councillor Rendle Proposed that £1500 be approved from the fund to support the project. Cllr. Knight to discuss with the Church. **Clerk actioned on 14th March and Cllr. Knight agreed to discuss and take this further.**

concerns about speeding issues on Littlebrook Road and Harrow Lane Himbleton. Resident asked whether the Parish Council had received feedback from data collection from the static speed recorders from West Mercia Police since traffic measures had been put in place. **Clerk to chase this up and pass through to Councillors. Actioned on 15/3/19.**