

Hopton Wafers Parish Council

Clerk: Mrs D McBride

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The Willows
Cleobury Mortimer
Kidderminster
DY14 0HB

7th May 2019

**To: All Parish Members
The Public
The Press**

Members are summoned to attend the Parish Council Meeting being held on Monday 13th May 2019 in Hopton Wafers Village Hall commencing at 7pm for the transaction of business as set out in the Agenda below.

Yours Sincerely



Clerk to the Council

AGENDA

- 112/01 Election of Chairman and receive signed Declaration of Acceptance of Office.
- 112/02 Election of Vice-Chairman and receive signed Declaration of Acceptance of Office.
- 112/03 Apologies
To receive and accept apologies and reasons for absence from Members.
- 112/04 Declarations of Interest
Disclosable Pecuniary Interests – *Members are reminded that they must not participate in the discussion or voting on any matter in which they have a Disclosable Pecuniary Interest and should leave the room prior to the commencement of the debate.*
 - i) To declare any Disclosable Pecuniary Interests.
 - ii) To declare any non-pecuniary Interests.
- 112/05 Public Participation session.
- 112/06 Approval of Minutes
To confirm the Minutes of the Parish Council meeting held on Monday 8th April 2019.
- 112/07 Matters Arising – Clerk/ Lengthsman and Councillor Reports
 - i) Clerk's Progress Report.
 - ii) Mr C Bargman – Lengthsman Report
- 112/08 Annual Review of Council procedures and Committees
 - i) To review councillors' roles, appointments to committees and representatives to outside bodies.
 - ii) To set dates and venues for Parish Council meetings for the forthcoming year.
 - iii) To review Standing Orders, Financial Regulations and other Council policies.
 - iv) To review Assets, Risk Assessments and Insurance requirements

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112/09 Financial Matters

- i) To note receipt of Precept and Neighbourhood Fund - £18,027.42
- ii) To confirm no conflicts of interest with PKF Littlejohn LLP.
- iii) To consider Internal Auditor's Report.
- iv) To consider and approve AGAR Section 1 - Annual Governance Statements 2018/19.
- v) To consider and approve accounts and bank reconciliation for year ending 31st March 2019.
- vi) To consider and approve AGAR Section 2 - Accounting Statements 2018/19.
- vii) To resolve to certify the Parish Council exempt from a limited assurance review and complete the Certificate of Exemption.

112/10 Payments

- (a) To approve the following payments:
 - i) Clerk's Salary (May) - £340.89
 - ii) HMRC – PAYE (May) - £8.40
 - iii) Mr C Bargman – Highway Maintenance - £50.00
 - iv) Came & Co – annual insurance - £398.22 (or £380.81 for long-term agreement)
 - v) Andrew Deptford – 2 x replacement Defibrillator packs - £228.00
 - vi) SALC – Affiliation fees - £310.94

112/11 Planning Matters

- (a) To consider new planning applications:
 - i) Reference: 19/01628/FUL (validated: 11/04/2019)
Address: Birches, Cleeton St Mary, Kidderminster, Shropshire, DY14 0QR
Proposal: Erection of a two-storey extension and alterations
Applicant: Mrs D Jordan (The Birches, Cleeton St. Mary, DY14 0QU)
 - ii) Reference: 19/01629/LBC (validated: 11/04/2019)
Address: Birches, Cleeton St Mary, Kidderminster, Shropshire, DY14 0QR
Proposal: Erection of a two storey extension and alterations affecting a Grade II Listed Building
Applicant: Mrs D Jordan (The Birches, Cleeton St. Mary, DY14 0QU)
 - iii) Reference: 19/01533/FUL (validated: 03/04/2019)
Address: Proposed Affordable Dwelling SE Of Oaktree Cottage, Cleeton St Mary, Shropshire
Proposal: Erection of affordable dwelling and detached garage; installation of package treatment plant
Applicant: Mr L Phillips (Oaktree Cottage, Cleeton St Mary, DY14 0QP)
 - iv) Reference: 19/01832/FUL (validated: 03/05/2019)
Address: Turf House, Catherton, Kidderminster, Shropshire, DY14 0JH
Proposal: Erection of extensions to dwelling, to provide disabled accommodation and erection of a timber studio building to provide carer accommodation and physio room
Applicant: Mrs S Morrison
 - v) Reference: 19/01329/FUL (validated: 16/04/2019)
Address: Proposed Residential Development Land To The South Of, Doddington, Shropshire
Proposal: Erection of 2no. detached dwellings
Applicant: Mr Wade Davies (18 Furlongs Road, Cleobury Mortimer, DY14 8AR)

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(b) Planning Decisions (for information only)

- i) Reference: 19/00585/FUL (validated: 01/03/2019)
Address: Roche Head Farm, Hopton Wafers, Shropshire, DY14 0HD
Proposal: Use of annexe as holiday accommodation, and erection of extension linking it to main dwelling
Decision: Grant Permission

- ii) Reference: 18/05808FUL (validated: 18/12/2018)
Address: Development Land West of Water Works, Hopton Wafers, DY14 0HD
Proposal: Erection of 1no dwelling (modification to previously approved 13/05064/FUL- plot 1 only)
Decision: Grant Permission

(c) To receive updates on outstanding planning matters

- 112/12 Unitary Councillors' Reports
To receive Unitary Councillors' Reports.

- 112/13 Parish Matters/Highways
To receive any new Highways issues.

- 112/14 Future Agenda Items.

- 112/15 To confirm the date and time of the next meeting:
Monday 10th June 2019, 7pm at Doddington Village Hall – to be confirmed.