

# Hopton Wafers Parish Council

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Clerk: Mrs D McBride

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The Willows  
Cleobury Mortimer  
Kidderminster  
DY14 0HB

6<sup>th</sup> July 2021

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

Members are summoned to attend the Parish Council Meeting being held on Monday 12<sup>th</sup> July 2021 in Hopton Wafers Village Hall commencing at 7pm for the transaction of business as set out in the Agenda below.

Members of the public and press are welcome to join the meeting but can only speak on matters relevant to this Agenda during the Public Participation Session.

Please note we are restricted to a maximum number of 30 people in the Hall, face masks must be worn and social distancing rules will apply.

Yours Sincerely

*D McBride*

Clerk to the Council

## AGENDA

- 138/01 Apologies  
To receive and accept apologies and reasons for absence from Members.
- 138/02 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.
- 138/03 Public Participation session.
- 138/04 Approval of Minutes  
To confirm the Minutes of the Parish Council meeting held on Monday 14<sup>th</sup> June 2021.
- 138/05 Matters Arising – Clerk/Lengthsman and Councillor Reports
- i) Clerk's Progress Report.
  - ii) Lengthsman's Report.
- 138/06 To review Council Policies.

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138/07 Financial Matters

- i) To review and update Bank Mandate.
- ii) To consider and approve quarterly budget review and bank reconciliation.

138/08 Payments

To approve the following payments:

- i) Mrs D McBride - Clerk's Wages (July) - £336.60
- ii) HMRC – PAYE – (July) - £37.80
- iii) Mrs D McBride – Clerk's quarterly admin expenses - £159.74

138/09 Planning Matters

(a) Planning Decisions – FOR INFORMATION ONLY:

- i) Reference: 21/01615/FUL (validated: 19/04/2021)  
Address: Former Beauty Salon, The Birches, Cleeton St Mary, DY14 0QT  
Proposal: Change of use of former beauty salon to a residential annexe  
Decision: Grant Permission

138/10 Unitary Councillors' Reports

To receive Unitary Councillors' Reports.

138/11 Parish Plan

To prepare a schedule to ensure all actions are carried out in a timely manner.

138/12 Parish Matters/Highways

- i) To receive any new Parish matters.
- ii) To receive any new Highways matters.

138/13 Future Agenda Items.

138/14 To confirm the date and time of the next meeting:

Monday 9<sup>th</sup> August 2021, 7pm at Hopton Wafers Village Hall.