

# Hopton Wafers Parish Council

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Clerk: Mrs D McBride

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The Willows  
Cleobury Mortimer  
Kidderminster  
DY14 0HB

3<sup>rd</sup> August 2021

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

Members are summoned to attend the Parish Council Meeting being held on Monday 9<sup>th</sup> August 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 that whilst most Government restrictions have been lifted and face masks are not obligatory in the Village Hall, we are restricted to a maximum number of 30 people in the Hall. Everyone is kindly requested to continue sanitizing hands, complete Track and Trace and be mindful of social distancing.

Yours Sincerely

*D McBride*

Clerk to the Council

## AGENDA

- 139/01 Apologies  
To receive and accept apologies and reasons for absence from Members.
- 139/02 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.
- 139/03 Public Participation session.
- 139/04 Approval of Minutes  
To confirm the Minutes of the Parish Council meeting held on Monday 12<sup>th</sup> July 2021.
- 139/05 Matters Arising – Clerk/Lengthsman and Councillor Reports
- i) Clerk's Progress Report.
  - ii) Cllr Clayton – Commoners Association Meeting Report.
- 139/06 Council Policies  
To adopt the proposed Social Media Policy.

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## 139/07 Financial Matters

- i) To review and update Bank Mandate.
- ii) To note that the external auditor PKF Littlejohn has received and logged the notification of exempt status for the year ended 31 March 2021 and that there is no review to be performed and consequently no auditor certificate and report, or any other closure documentation to be issued for this reporting year.
- iii) To consider whether to renew Zoom annual subscription.

## 139/08 Payments

To approve the following payments:

- i) Mrs D McBride - Clerk's Wages (August) - £312.00
- ii) HMRC – PAYE – (August) - £62.40
- iii) Hopton Wafers Village Hall – Hire for meetings - £60.00
- iv) SALC – Handling Difficult Situations training - £30.00
- v) Chris Bargman – Website training, updates, domain and hosting fees - £100.00

## 139/09 Planning Matters

(a) Planning Decisions – FOR INFORMATION ONLY:

- i) Reference: 21/02256/VAR (validated: 04/05/2021)  
Address: Proposed Dwellings East Of, Doddington, Shropshire  
Proposal: Variation of Conditions No.2 (approved plans) and No.3 (temporary caravan) attached to planning permission 18/05739/FUL dated 14/08/2019  
Decision: Grant Permission

## 139/10 Unitary Councillors' Reports

To receive Unitary Councillors' Reports.

## 139/11 Parish Plan

To consider how to progress the Action Points from the Community Led Parish Plan.

## 139/12 Annual Parish Meeting

To consider holding a Parish Meeting to bring together community organisations.

## 139/13 Parish Matters/Highways

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

## 139/14 Future Agenda Items.

## 139/15 To confirm the date and time of the next meeting:

Monday 13<sup>th</sup> September 2021, 7pm at Hopton Wafers Village Hall.