

Clerk Mrs. J. Burgess
Address 2 Oakden Place
Kidderminster, Worcs DY11 6BP
E Mail kinletpc@hotmail.co.uk

4th April 2016.

A meeting of **KINLET PARISH COUNCIL** will be held in the Parish Hall, Kinlet at 7.30 p.m. on **MONDAY 11th APRIL 2016** when members are summoned to attend.

Yours sincerely,

J.M. Burgess (Mrs). CLERK

AGENDA.

PUBLIC PARTICIPATION TIME.

1. **APOLOGIES.** (to be submitted to Chairman or Clerk only please with reason for non attendance)

2. **DECLARATIONS OF INTEREST.**

3. **APPROVAL OF MINUTES OF THE MARCH MEETING.**

4. **MATTERS ARISING**

1 HIGHWAY MATTERS – Furness Mill update/VAS Sign Button Oak and Kinlet/Hall Farm road leak update/Sturt Lane - road clean and potholes//Milestone plate change over latest/Chevron Bend sign approaching Catsley Corner update/Possible subsidence B.4363 by White Lodge/Potholes in Meaton Lane/Excessive signage at Borle Mill.

ANY OTHER HIGHWAY MATTERS.

2. Enforcement matters.

3. Kinlet School – updates re dog fouling and land behind telephone box.

4. Grant position re Transparency Code.

5. Local Council Award Scheme requirements – training update and Good Councillors Guide

6. Parish Plan Updating and Review - present situation.

7. Approval of New Copy for Web Site inclusion with advice on contacting Parish Council

8. Opening of second NatWest Account.

9. Minor Highway and Environment Maintenance Grant position

10. Position re local availability of a Defibrillator.

11. Update on Vacancy on Parish Council.

5. **CORRESPONDENCE.**

6. **PLANNING APPLICATIONS (none to hand at date of issue of agenda)**

7. **MOTORBIKE PROBLEMS AT MERRIDALE FARM, BUTTON BRIDGE.**

8. **CONSIDERATION AND APPROVAL OF UPDATED CLERK'S CONTRACT OF EMPLOYMENT**

9. **CONSIDERATION AND APPROVAL OF HOME WORK PLACE RISK ASSESSMENT**

10. **CONSIDERATION AND APPROVAL OF STATEMENT OF INTERNAL CONTROL.**

11. **CONSIDERATION AND APPROVAL OF ANNUAL BUDGET REPORT.**

12. **ACTION PLAN – ANY FURTHER ITEMS plus APPROVAL.**

13. **COUNTY COUNCILLORS' REPORTS**

14. **PAYMENT OF ACCOUNTS. (Approval for the following together with any other accounts received between date of issue of agenda and meeting).** 1. Clerk's salary and travelling expenses. 2. S.A.L.C re training courses and Good Councillors' Guide. 3. Monkey Office. 4. Information Commissioner.

15. **ITEMS NEXT AGENDA.**

16. **DATE OF NEXT MEETING.**

This will take place on Monday May 9th 2016 in the Parish Hall commencing at 7.30 p.m. and will be the Annual Parish Council Meeting. This meeting will be closed at 8.00 p.m. for the Annual Parish Meeting to commence and then re-commence at the end of the Annual Parish Meeting.