

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

7th July 2020

Members are summoned to attend an ordinary Meeting of **KINLET PARISH COUNCIL** be held remotely (via Zoom) on **TUESDAY 14TH JULY at 7.30 p.m.** for the transaction of business set out in the Agenda below. Members of the public are welcome to join the meeting but can only speak during the Public Participation Session.

To join the Meeting press ctrl and click on the link below:-

<https://us02web.zoom.us/j/84764465057?pwd=WUJDbm9SWDdjSFdRbnJYY1dUS2o0UT09>

Meeting ID: 847 6446 5057 . Password: 532384

If you wish to join by phone, please dial any of the following numbers: -

0203 481 5240/ 0131 460 1196/ 0203 051 2874/ 0203 481 5237

Yours sincerely

J.M. Burgess (Mrs) Clerk.

AGENDA

0. PUBLIC PARTICIPATION TIME.

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

2. **DECLARATIONS OF INTEREST.**

3. **APPROVAL OF MINUTES OF THE 9th, 16th AND 24TH MARCH MEETINGS.** (*On website*)

4. MATTERS ARISING

1a. HIGHWAY MATTERS. Arising or New

2. Enforcement Matters – updates as applicable.

3. Parish Plan update.

4. **Any Other General Matters Arising.**

5. **CORRESPONDENCE** (All correspondence has been emailed to councillors during April, May, June and part July and will be discussed as applicable)

6. CURRENT PLANNING APPLICATIONS TO HAND.

1. 20/02010/FUL for Erection of stable block comprising five stables, hay store and tack room following demolition of existing buildings at Glen Cottage, 12 Button Bridge Lane, Button Bridge for Mr and Mrs Reader. (*On S.C. website*)

2. 20/02195/CPL re Lawful Development Certificate for the proposed erection of a roof covering to an existing muck heap to prevent pollution of watercourse at Kinlet Bank Cottage, Kinlet Bank for Mr. C. Brown (*on S.C. website. For information only*)

3. Planning Applications recommendations discussed under Delegated Powers. (*Appendix 1*)

7. **RESOLUTION 1 – TO APPROVE RECEIPTS & PAYMENTS ACCOUNTS, ASSET REGISTER/ BANK RECONCILIATION/BUDGET REPORT all as at 31/3/20 & ACCESSIBILITY S/MENT** (*All Circulated & on Website*)

8. **RESOLUTION 2 – TO APPROVE AMENDED INTERNAL CONTROL STATEMENT RE CHEQUE SIGNING.** (*Circulated and on Website*)

9. **RESOLUTION 3 – TO CONSIDER AND APPROVE INTERNAL AUDITOR'S REPORT.**

10. **RESOLUTION 4 - TO CONSIDER & APPROVE ACCOUNTING STATEMENTS.**

11. **RESOLUTION 5 - TO COMPLETE AND APPROVE ANNUAL GOVERNANCE STATEMENT.** (*Resolutions 3,4,5 all for 2019/20 and circulated*)

12. **RESOLUTION 6 - TO APPROVE SUBMISSION OF CERTIFICATE OF EXEMPTION FROM A LIMITED ASSURANCE REVIEW BY THE EXTERNAL AUDITOR 2019/2020** (*Circulated*)

13. COUNTY COUNCILLORS' UPDATES

14. **PAYMENT OF ACCOUNTS.** To Approve the Following Payments:- 1. Clerk's Salary for June - £284.92. 2. S.A.L.C. - £442.98 (Annual Sub.) 3. Monkey Office - £128.75 (Cartridges & Copy paper). 4. C.M. Smith (Stretton Internet) - £160.00 (Website work for May and June)

5. Retrospective Approval for Payments made under Delegated Powers April/May and June (*See Appendix 2*)

6. Re-Issue of cheque for Button Oak defibrillator donation. (Original lost in post)

13. ITEMS NEXT AGENDA.

14. **DATE OF NEXT MEETING** This is due to take place on Monday August 10th 2020 either Remotely or in the Village Hall commencing at 7.30 p.m. dependant upon current Government Guidelines.

APPENDIX 1.

PLANNING APPLICATIONS RECOMMENDATIONS UNDER DELEGATED POWERS/ DECISIONS.

1. 20/01400/FUL for Erection of a Replacement Garage with First Floor Storage/Workspace area at Hillfields, Bridgnorth for Mr. J. Shakespeare – *unanimous decision to recommend approval.* **GRANTED.**

2. 20/000127/FUL for Erection of One Dwelling, Formation of New Vehicular Access with Visibility Splay, Installation of Gates, Installation of Package Treatment Plant West of Windrush, Button Oak – Amendments – new block plan and elevation and floor plans – *unanimous decision to again recommend refusal as the same concerns previously expressed still apply.* **GRANTED**

3. 20/01658/FUL for Erection of Stable Block consisting of 2 stables and a tack/mower store and change of use of land for the keeping of horses at Dowles Cottage, Dowles Road for Mr. M. Bostan.

GRANTED

4. 20/01656/AGR re Creation of New Road and Upgrade an Existing tones Track and Upgrade a Haulage Track at Woodland North of A.4117, Cleobury Mortimer for Mr. D. Woodburn – *Information Only.*

5. 20/00529/FUL for Mr. R. Crawford re L.D.C. re Open Fronted and Side Oak Frame Building at Tanglewood, Button Oak. *Information Only.*

6. 20/01153/OHL for Western Power for Upgrade 2.35 km. overhead line single to 3 phase/underground cable on Land Kinlet Park. *Information Only.*

7. 20/01701/FUL for Erection of extensions and Re-Planning of Existing Dwelling at Catsley Cottage, Kinlet for Mr P. Davies – *decision to recommend approval (Mrs J. Rowley declared a bias declaration of interest and took no part in submitting comments)*

8. 19/04464/OUT for Mr N. Spragg re Outline Application for erection of 3 bungalows to include access and layout (resubmission) – Appeal notification against decision of S.C. to refuse p.a.

(no further comments to be added to those already submitted to S.C. and Planning Inspectorate)

APPENDIX 2

ACCOUNTS PAID UNDER DELEGATED POWERS.

1st April

Mrs J. Burgess - £346.88 (March Salary £284.92/March T.E.£43.20/Petty Cash Reimbursement £18.76)

Monkey Office - £116.18 (19/3 Stationary)

C.M. Smith – Stretton Internet - £80.00 (22/3 Website work)

4th May

B.H.I.B - £267.89 (Insurance Renewal)

Mrs J. Burgess - £284.92 (salary for April)

Information Commissioner - £40.00 (Data Prot. Fees)

C.M. Smith – Stretton Internet - £120.00 (1/5 – Website Work)

8th June

Mrs J. Burgess - £284.92 (salary for May)

I.T.S. Solutions - £48.00 (Avast Anti-virus Renewal)

T. Stanley - £65.00 (Internal Auditor fees)