

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

7th December 2020

Members are summoned to attend an ordinary Meeting of **KINLET PARISH COUNCIL** be held remotely (via Zoom) on MONDAY 14TH DECEMBER 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/85272917469?pwd=S2ppdk9JaUJNTGFwZDxCRWE3TkpSQTO9>

Meeting ID: 852 7291 7469/Passcode: 376890

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 5237/0203 901 7895 and key in the meeting ID and Password when asked

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 NOVEMBER MEETING.** (*On website*)

4. MATTERS ARISING

1a. **HIGHWAY MATTERS.** Arising –Road Outside Worcestershire Marble/The Woodlands Bus Shelter Repair/Kingswood Rubbish Collection./Blocked Drain – Winnall/Speed Wires - Kinlet Cross Roads/Blocked Drains – School Lane and outside Village Hall/Road Works Concerns – B.4555 Tip House Corner.

New Highway Matters. Mirror at Winnall – further discussion/Sunrise Cottage problems/Speeding Through Button Oak.

2. Enforcement Matters – Updates as applicable.

3. Parish Plan Update and Agreement to Outsource Spreadsheet Preparation to Mr. S. Rowley.

4. Any Other General Matters Arising. a. Highley First Responders Problems – W.M.A.S./ b. Further Details re Work Required at Village Hall – Possible Contribution

5. **CORRESPONDENCE** (All correspondence has been emailed to councillors during part Nov and Dec. and will be discussed as applicable.) a. Road Safety Trust Funding.

6. **CURRENT PLANNING APPLICATIONS** – None to hand at date of issue of Agenda

7. **RE-APPROVAL OF HOMEWORK PLACE RISK ASSESSMENT** (*circulated*) and **SUBJECT ACCESS POLICY** (*on website*)

8. **RESOLUTION TO APPROVE NOTE TO RISK MANAGEMENT STRATEGY** – ‘In view of the Covid 19 Pandemic we changed to Zoom meetings from July 2020 – the Logins to which are advertised to ensure that such meetings are open to members of the public and press. We also approved delegated powers to the Clerk in March 2020 to allow the work of the council to continue’.

9. **POSITION RE VACANCIES – PARISH COUNCILLOR AND LENGTHSMAN.**

10. **DISCUSSION RE ITEMS FOR INCLUSION 2021/2022 BUDGET (including Defibrillators)** (*this Year’s Budget Forecast on website*)

11. **DISCUSSION & AGREEMENT RE SENDING AGENDAS AND MINUTES OUT BY EMAIL (as personal requirements)**

12. **COMMUNITY LITTER PICK**

13. **STAFF APPRAISAL DATE.**

14. **COUNTY COUNCILLORS’ UPDATES.** (*Circulated*)

15. **PAYMENT OF ACCOUNTS.** To Approve the Following Payments:- 1. Mrs J. Burgess - £340.51 (salary £292.71 + Petty Cash £47.80) 2. S.A.L.C. - £30.00 (training). 3. Rotary Printers - £22.00 (laminated notices) 4. C.M. Smith - £60.00 (Nov. website work) 5. Mrs J. Rowley - £143.88 (Zoom re-imburement)

16. **ITEMS NEXT AGENDA.**

17. **DATE OF NEXT MEETING** This is due to take place on Monday January 11th 2021 remotely via Zoom commencing at 7.30 p.m.