

KINLET PARISH COUNCIL.

Clerk:- Mrs. J. Burgess
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10th May 2021

The **Annual** meeting of **KINLET PARISH COUNCIL** will be held in the Parish Hall, Kinlet at 7.30 p.m. on **MONDAY May 17th 2021** when members are summoned to attend.

Yours sincerely,

J.M. Burgess (Mrs). CLERK.

AGENDA

PRIOR TO THE COMMENCEMENT OF THE MEETING ALL COUNCILLORS ARE REQUIRED TO SIGN THEIR DECLARATION OF ACCEPTANCE OF OFFICE FORM

- 1. ELECTION OF CHAIRMAN (and signing of Acceptance of Office Form)**
- 2. APOLOGIES** (to be submitted to the Clerk of Chairman please with reason for non-attendance)
- 3. DECLARATIONS OF INTEREST.**
- 4. ELECTION OF VICE CHAIRMAN.**
- 5. ELECTION OF OTHER REPRESENTATIVES.**
 1. Parish Hall. 2. Area Committee. 3. Local Joint Committee. 4. Cleobury Youth Partnership
- 6. APPROVAL OF BANK RECONCILIATION AND RECEIPTS & PAYMENTS ACCOUNTS AS AT 31/3/2021. (Website & Circulated)**
- 7. PUBLIC PARTICIPATION**
- 8. APPROVAL OF THE MINUTES OF APRIL MEETING.**
- 9. MATTERS ARISING.**
 - 1a. HIGHWAY MATTERS. Updates re - Work Outside Worcestershire Marble/Roadside Parking Button Oak/Sunrise Cottage/ Diamond Buses/Speed Wires Kinlet/ Additional Signage B.4194/Cats Eyes Replacement/Potholes situation./ **Lengthsman report** – drains in Button Bridge Lane/Nortons End Bank/Old Farm House, Standing water at The Bull Ring, Stones in front of The Woodlands, Bus Shelters tidy up. **Plus Any New Highway Matters.**
 2. **Other General Matters Arising.** a. Rudds Bridge. b. Litter Pick
 3. Enforcement Matters – Updates as applicable have been circulated.
- 10. CORRESPONDENCE.** All correspondence has been emailed to councillors during part April and May - will be discussed as applicable.
- 11. PLANNING APPLICATIONS.** (to hand at date of issue of Agenda)
 1. 21/01509/CPL for Lawful Development Certificate for the proposed erection of single storey rear extension and side garage following demolition of garden room at 2 Park Farm Bungalow, Kinlet for Mr. M. Timmins. (S.C. website)
 2. 21/01848/LBC for repairs and alterations to the roof, guttering, chimneys and substructure of roof, widening of roof access hatch, installation of roof insulation, installation of vented dormers, erection of lightening conductor at roof level, the removal of roof lights, installation of man safe system and associated works affecting a Grade 1 listed building at Kinlet Hall for Mawley Hall LLP. (S.C. Website)
- 12. APPROVAL OF INSURANCE POLICY RENEWAL.**
- 13. APPROVAL OF RISK MANAGEMENT STRATEGY. (On website and circulated)**
- 14. APPROVAL FOR SIGNING OF CERTIFICATE OF EXEMPTION RE AUDIT.**
- 15. APPROVAL OF BIO-DIVERSITY STATEMENT (On website and circulated)**
- 16. L.C.A.S. RESOLUTION – ‘THE COUNCIL CONFIRMS BY RESOLUTION THAT IT RECOGNISES ITS DUTIES IN RELATION TO BIO-DIVERSITY AND CRIME & DISORDER AND THAT ALL DOCUMENTATION AND INFORMATION IS IN PLACE FOR A SPECIFIED AWARD’**
- 17. COUNTY COUNCILLORS’ REPORTS.**
- 18. FUTURE ZOOM MEETINGS.**
- 19. PAYMENTS OF ACCOUNTS.** To approve the Following Payments. 1. Mrs. J. Burgess - £310.71 (April Salary + £18.00 T.E.) 2. BHIB - £270.68 (Insurance renewal). 3. C.M. Smith (Stretton) - £140.00 (April Website work). 4. The Kabin - £113.60 (re-imburement of bulk stamp purchase)
- 20. ITEMS NEXT AGENDA.**
- 21. DATE OF NEXT MEETING – Monday June 14th 2021 at 7.30 p.m. in the Village Hall.**