

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

1st December 2025

A meeting of **KINLET PARISH COUNCIL** will be held in the Parish Hall, Kinlet at 7.30 p.m on **Monday 8th December 2025** when members are summoned to attend.

Yours sincerely

J.M. Burgess (Mrs) Clerk.

AGENDA

0.PUBLIC PARTICIPATION TIME. *(The Public are reminded that at the end of this session they cannot take any further part in the proceedings or speak unless requested to do so by the Chair. They may, however, remain during the rest of the meeting)*

- 1. APOLOGIES** (to be submitted to the Clerk or Chairman please with reason for non attendance).
- 2. DECLARATIONS OF INTEREST & TO CONSIDER ANY APPLICATIONS FOR DISPENSATION MADE UNDER S.33 OF THE LOCALISM ACT 2011.**
- 3. APPROVAL OF MINUTES OF THE NOVEMBER PARISH COUNCIL MEETING.** *(Circulated and on Website)*
- 4. MATTERS ARISING.**
 - 1a. HIGHWAY MATTERS. S.C. Updates – Meaton Lane Potholes/Bus Pull-In Kinlet/Ditch & Drain Full of Debris & Collapsed Footpath – Button Bridge Lane/
Other Highway Matters Lengthsman Update/Damaged verge at Button Oak and road parking.
PLUS Any Other General Matters Arising. HSBC statement for Countryside Group Update/Mobile Phone Equipment Sites Update./Village Hall Flag/New Email address Update/Welcome Pack Reprint Update.
 2. ENFORCEMENT MATTERS
- 5. CORRESPONDENCE** – all applicable correspondence has been circulated during the month. Any received after issue of Agenda will be discussed as appropriate. + Decision re Local Council Award Scheme Re-Accreditation.
- 6. PLANNING APPLICATIONS (to hand at date of issue of the Agenda)**
 1. 25/03920/FUL for Ground and First Floor Extensions at Catsley View, Meaton Lane, Meaton, Kinlet.
 2. 25/04491/PIP for Proposed Dwelling North of B.4194 Button Oak, Kinlet. *(Both on S.C. Website)*
plus Planning Decisions
- 7. APPROVAL OF BANK RECONCILIATION 1/7/2025 to 30/9/2025.** *(Circulated and on Website)*
- 8. RE-APPROVAL OF GRANT AWARDING POLICY/ GRIEVANCE PROCEDURE/ DISCIPLINARY PROCEDURE.** *(All on Website)*
- 9. STAFF APPRAISAL DATE.**
- 10. DISCUSSION RE ITEMS FOR INCLUSION IN NEXT YEAR'S BUDGET.**
- 11. COUNTY COUNCILLOR'S UPDATE** *(Circulated)*
- 12. ITEMS NEXT AGENDA.**
- 13. PAYMENT OF ACCOUNTS TO HAND.** Approval of the following for payment to hand plus any other accounts received between issue of Agenda and meeting 1.Mrs J. Burgess - £363.00 (Nov.salary - £355.80 + £7.20 T.E.) 2. C.M. Smith (Stretton Creative) - £100.00 (Nov. website work). 3.Friends of Cleobury Sports Club - £250.00 (re-issue of donation cheque to different account)
- 14. DATE OF NEXT MEETING.** This will take place on Monday 12 January 2026 in the Parish Hall commencing at 7.30 p.m. with public participation time.