

Defford and Besford Parish Council

Clerk: Michelle English 1 Offenham View, Evesham, WR11 3JZ email: deffordclerk@live.co.uk

To: All Members of the Parish Council

You are hereby summoned to attend **The Annual Meeting of Defford and Besford Parish Council** to be held on **Tuesday 15th May 2018** at **Defford Village Hall commencing at 6:30pm** for the transaction of the business shown on the Agenda below

AGENDA

Welcome

1. **Election of Chairman of the Council and signing of declaration of office**
2. **Election of Vice-Chairman of the Council and signing of declaration of office**
3. **Apologies:** To receive apologies of absence.
4. **Declarations of Interest:**
 - a) To declare any Disclosable Pecuniary Interests in items on the agenda and their nature.
 - b) To declare any Other Disclosable Interests in items on the agenda and their nature
 - c) Written requests for the Council to grant a dispensation (S33 of the Localism Act 2011) are to be with the Clerk at least four clear days prior to a meeting*

The meeting will be adjourned for Public Question Time – Deferred to the Annual Parish Meeting at 8pm

The time allocated is at the discretion of the Council/Chairman. Residents are invited to give their views and question the Parish Council on issues on this agenda, or raise issues for future consideration at the discretion of the Chairman. Members of the public may not take part in the Parish Council meeting itself.

5. **Minutes of the previous meeting to be approved and signed**

To consider the approval of the Minutes of the ordinary meeting of the Parish Council on 6th March 2018
6. **To nominate representatives**
 - a) The Planning Committee
 - b) The Finance and General Purposes Committee
 - c) Defford Relief in Need
 - d) Village Hall Management Committee
 - e) Bredon Conservation Group
7. **To confirm the Bank Signatories / Bank Mandate**
8. **To agree the days and venues of future meetings for the Parish Council**
9. **To review the following:**
 - a) Standing Orders
 - b) Financial Regulations
 - c) Asset Register
 - d) Risk Assessment
 - e) Review of delegation arrangements
 - f) Review of the terms of reference for committees;
 - g) Review of the council's complaints procedure;
 - h) Review of the council's procedures for handling requests made under the Freedom of Information Act
 - i) Review of the council's policy for dealing with the press/media
10. **Parish Clerk's Report**
 - a. Footpath warden

11. Progress Reports

- (a) County Councillor Hardman
- (b) District Councillor Ron Davis
- (c) West Mercia Local Policing Team

12. Aims and Objectives

- i. Speeding Junction of Bourne Road and A4104 – Roger Atter/Ian Spiers
- ii. Defibrillator - Jane Thompson
- iii. Resurfacing of village car park – Ian Spiers/Hazel Wakefield
- iv. Upkeep of Millennium Green /Play Area inspection – Nicky Szabranski
- v. Campaign to reduce dog fouling in the village - Nicky Szabranski
- vi. Parish Council website – Julian Clarke
- vii. Wayleave
- viii. Diocese land
- ix. Railway Memorabilia

13. Planning

- a) New Applications
- b) Wychavon District Council decisions
- c) Appeal decisions:

14. Finance

- a) To approve the Accounts for the financial year 2017/18
- b) To approve the Annual Return for the financial year 2017/18
- c) Income:
- d) To approve any payments due.

15. Insurance: To review the Council's Insurance Policy for the period 1 June 2018 until 31 May 2019

16. Transparency Funding

17. Millennium Green

- Rospa inspection
- Gloucestershire Playing Fields Association Playground Training Seminar
- Inspection guide lines
- Membership

18. New Homes Bonus

Progress update: Millennium Green equipment. Village Hall car park re-surfacing Consideration of potential future projects and public consultation.

19. The PCs completion of the Local Policing Survey

20. Correspondence for Information

To note the appendix of items which have been circulated or will be available for inspection.

21. To confirm the date of the next meeting – 3rd July 2018 at 7.45pm – Besford

Signed

Michelle English (Parish Clerk) 16th April 2018

PUBLIC AND PRESS WELCOME TO ATTEND