

# 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** at 21<sup>st</sup> May 2019 at **Defford Village Hall commencing at 6.30 pm** 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 8.00pm***

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 19<sup>th</sup> March 2019.
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**
11. **Progress Reports**
  - (a) County Councillor Hardman
  - (b) District Councillor Ron Davis
  - (c) West Mercia Local Policing Team

## 12. Aims and Objectives

<u>Aim/ Objective</u>	<u>Responsible</u>
1) Lengthsman	
2) Resurfacing of village car park	
3) Upkeep of Millennium Green (MG) /Play Area	
4) Campaign to reduce dog fouling in the village	
5) Parish Council Website,	JC
6) New Homes Bonus	All
7) Telephone Box 7.1 Defford 7.2 Besford	
8) Street lighting, clerk to set up meeting with Prysmian once a new council has been elected	ALL
9) Highways, Byways, Flooding	ALL
10) Footpath Warden	ALL
11) Electric Car charging points	JC
13) Repair to Church wall	

## 13. Planning

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

## 14. Finance

- a) To approve the Accounts for the financial year 2018/19
- b) To approve the Annual Return for the financial year 2018/19
- c) Income:
- d) To approve any payments due.

15. **Insurance:** To review the Council's Insurance Policy for the period 1 June 2019 until 31 May 2020

## 16. Correspondence for Information

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

- Police and Crime Commissioner Survey

17. To confirm the date of the next meeting

**Signed**

*Michelle English (Parish Clerk) 14<sup>th</sup> May 2019*