



Lickey & Blackwell Parish Council

Executive Officer:
Mrs L Winterbourn

Trinity Centre
411 Old Birmingham Road
Lickey
B45 8ES
Telephone: 07930837770

1st May 2019

You are duly required to attend the Annual meeting of Lickey and Blackwell Parish Council on Monday 13^h May 2019 at the Wheel, Blackwell. If any members are unable to attend, please let the EO know. Before commencing the meeting, a statement of Emergency Procedures and Parish Council etiquette will be read by the EO.

AGENDA

- 1. Election of Chairman and signing of Declaration of Acceptance of Office**
- 2. Acceptance of Apologies**
- 3. Declarations of Interest**
 - a) Register of Interests: Councillors are reminded of the need to update their register of interests.
 - b) To declare any Disclosable Pecuniary Interests in items on the agenda and their nature.
 - c) To declare any Other Disclosable Interests in items on the agenda and their nature. Councillors who have declared a Disclosable Pecuniary Interest, or an Other Disclosable Interest which falls within the terms of paragraph 12(4) (b) of the code of conduct, must leave the room for the relevant items. Failure to register or declare a Disclosable Pecuniary Interest may result in the commission of a criminal offence.
 - d) To consider written requests from councillors for the council to grant a dispensation (S33 of the Localism Act 2011) – written requests to be with the clerk at least 4 clear days prior to a meeting
- 4 Election of Vice-Chairman and completion by all of Declaration of Acceptance of Office**
- 5 Election to Groups and Committees**
 - 5.1 Planning Committee – head and 2 members required
 - 5.2 Finance Group
 - 5.3 Highways & Environment Group
 - 5.4 Social Services & Communications Group
- 6 Election of Representatives to other bodies**
 - 6.1 CPRE: Representative and Deputy
 - 6.2 Worcs CALC: Representative and Deputy
 - 6.3 High House Wood Management Group
 - 6.4 Marlbrook Tip

The meeting will be adjourned for up to 10 minutes for Public Question-time

7 Reports from outside bodies and District and County Councillors

8 Minutes of the Parish Council Meeting held on Monday 1st April 2019 for approval

9 Finance and General Purposes

- 9.1 To agree the payment of attached Bills
- 9.2 To agree the Bank Reconciliation as at the financial year end (31st March 2019)
- 9.3 To review the draft Annual Return

10 Review of Council policies and documents

- 10.1 To approve Standing Orders (as amended and adopted 9/5/2018)
- 10.2 To approve Financial Regulations (as amended and adopted 7th July 2014)
- 10.3 To approve Risk Assessment (as amended and approved 6th October 2014)
- 10.4 To approve Complaints Policy (adopted 7th September 2015)
- 10.5 To approve Freedom of Information policy (adopted 7th September 2015)
- 10.6 To approve Publication Scheme (adopted 7th September 2015)
- 10.7 To approve the calendar of meetings for 2019-2020
- 10.8 To agree to review and formally adopt a GDPR policy.

Please note that 10.7 will need to be adopted and made available on the PC website.

11 Planning Committee

- 11.1 To approve the minutes of the Planning Committee meeting held on 17th April

12 Highways and Environment

- 12.1 To receive update on current matters.
- 12.2 Motion to acknowledge the Climate Emergency:

The Parish Council acknowledges that there is a climate emergency. We therefore wish to consider creating a Parish Council Climate Emergency policy. In the meantime, we urge our County Councillors to support the proposal made by Councillor Matthew Jenkins that the County Council declare a Climate Emergency, which is to be discussed at the County Council meeting on May 16 2019.

13. Communications Report

- 13.1 Report provided by Cllr King

14 Training Matters and Diary Dates

- 14.1 To agree any training requirements including for Chairmanship

15 Administration

- 15.1 Please advise EO if you require paper copies of any documents or would like to provide mobile to allow for text reminders etc
- 15.2 Could all Councillors please return their DPI forms to BDC ASAP

16 Correspondence

17 Date of next meeting Parish Council Meeting Monday 3rd June 2019 at 7.30pm at the Trinity Centre, Lickey.

PLEASE NOTE THAT PARISH COUNCIL MINUTES ARE AVAILABLE FOR INSPECTION ON THE COUNCILS WEBSITE OR FROM THE EXECUTIVE OFFICER

(signed)

Executive Officer