



Lickey & Blackwell Parish Council

MINUTES OF THE MEETING OF LICKY AND BLACKWELL ANNUAL PARISH COUNCIL HELD ON MONDAY 13TH MAY 2019 AT THE WHEEL, BLACKWELL AT 7.30PM. Minutes No.2 2019/20

1. **ELECTION OF CHAIRMAN:** Nick Forknell was proposed as Chairman by Councillor Jill Harvey, seconded by Cllr S Nock and was elected as Chairman unanimously. Declaration of office forms were completed prior to the meeting.
2. **ACCEPTANCE OF APOLOGIES:** Apologies were received from Cllr Webb and Cllr Deeming.
PRESENT: Cllr Nick Forknell (Chair), Cllrs A Boehm, S Nock, J Harvey, P Harvey, S Woodhouse, J King and Lisa Winterbourn (Executive Officer) & 4 members of the public.
3. **DECLARATIONS OF INTEREST REGISTER:** 3b Disclosable Pecuniary interests 3c Other Disclosable interests.
No interests were declared
4. **ELECTION OF VICE-CHAIRMAN:** Cllr Jill Harvey was proposed by Cllr s Nock and seconded by Cllr S Woodhouse, Cllr Harvey was elected Vice-Chair unanimously.
5. **ELECTION TO GROUPS AND COMMITTEES**
 - 5.1 Cllr S Nock was elected as lead of the Planning Committee, it was agreed that Cllr S woodhouse, Cllr J King and Cllr J Harvey will also be part of the committee.
 - 5.2 Cllr P Harvey was elected as lead of the Finance Group, Cllr A Boehm will also be on the group.
 - 5.3 Cllr N Forknell will lead the Highways Group and Cllr S Woodhouse will lead the Environment Group
 - 5.4 Cllr J Harvey will lead the Communications Group with the assistance of Cllr N Forknell and Cllr a Boehm.
6. **ELECTION OF REPRESENTATIVES TO OTHER BODIES:**
 - 6.1 CPRE: Representative – Cllr King will continue in this role
 - 6.2 Worcs CALC: Representatives – Cllrs P Harvey and N Forknell will continue in this role
 - 6.3 High House Wood Management Group – Cllr J Harvey and Cllr S woodhouse
 - 6.4 Marlbrook Tip – Cllr J Harvey and Cllr J King.
7. **THE MEETING WAS ADJOURNED FOR PUBLIC QUESTION TIME AND REPORTS FROM OUTSIDE BODIES, COUNTY & DISTRICT COUNCILLORS.**

Keith Woolford of Lickey Community Group – congratulated the Councillors on their election
Cllr K Taylor – Gave a report on County matters including speeding issues
Cllr J King – reported on her election as District Councillor and the new leading group at district is largely independent. Cllr King hopes to become a member of the District Planning Committee.

- 8. MINUTES OF THE PARISH COUNCIL MEETING HELD ON MONDAY 1ST APRIL 2019 FOR APPROVAL** - it was unanimously agreed that the Minutes be signed as a true record. The start time of the meeting was amended.
- 9. FINANCE AND GENERAL PURPOSES**
- 9.1 Bills were approved – a small error to amend CALC payment to £30 in all columns.
- 9.2 The bank reconciliation for the end of the financial year 2018-2019 was unanimously approved as a true record.
- 9.3 The draft annual return was agreed to be a true record.
- 10. REVIEW OF COUNCIL POLICIES AND DOCUMENTS:**
- 10.1 Standing Orders (as amended and adopted 9/5/2018) were approved
- 10.2 Financial Regulations (as amended and adopted 7th July 2014) were approved
- 10.3 Risk Assessment (as amended 2018) was approved
- 10.4 Complaints Policy (adopted 7th September 2015) was approved
- 10.5 Publication Scheme and Freedom of Information policy (adopted 7th September 2015)
- 10.7 The Calendar of meetings for 2019-2020 was amended and approved.
- 10.8 GDPR policy was post-poned to the next meeting.
- 11. PLANNING COMMITTEE**
- Cllr Nock gave a short report and the Planning Committee minutes were reviewed and approved.
- 12. Highways and Environment**
- 12.1 Cllr Forknell gave a short update on matters.
- 12.2 **The Motion to acknowledge the Climate Emergency was passed**, it was agreed that the EO should contact our County Councillors to inform them how we would like them to vote at the meeting on 16th May where a Climate Emergency motion was on the agenda. It was also agreed that we will create a new environment policy to factor in the climate emergency.
- 13. Communications Report**
- 13.1 Cllr King announced dates for copy or photos for Village Magazine for 8th May. Other deadlines for copy for newsletters and Village pages to be:
- Newsletter for September – 20th August**
Village for November – 10th October
Newsletter for December 20th November.
- 14. Training Matters and Diary Dates**
- 14..1 The EO reminded Council of training opportunities for Council members. It was decided to arrange a leaving event for retiring Cllr Jo Eales.
- 15. Administration**
- 15.1 The EO advised policies would be available online and paper copies can be provided.
- 15.2 The EO reminded Councillors to return any forms yet required for election purposes.
- 16. Correspondence**
- 17. Date of next Parish Council Meeting will be Monday 3rd June at 7.30 at the Trinity Centre, Lickey.**

There being no other business, the meeting closed at 20.45.

(signed)

Chairman