

## **NORTH CLAINES ANNUAL PARISH COUNCIL MEETING**

You are duly summoned to the meeting of the Parish Council of North Claines, which is to be held on Thursday May 11<sup>th</sup> 2023 at 19.30hrs in The Baptist Church in O'Keys Lane.

**Clerk;** Mrs C. Shinner  
**Telephone;** (01905) 770226 and 0778 732 6707  
**Email;** clerk@northclainesparishcouncil.gov.uk

The Old Library Centre  
65 Ombersley Street East  
Droitwich Spa  
Worcestershire  
WR9 8QS

### **AGENDA**

*All Councillors to sign the declaration of acceptance of office prior to the meeting.*

- 1. To receive apologies for absence and to approve reasons for absence.**
- 2. To elect a Chairman.  
To elect a Vice-Chairman.**
- 3. Declarations of Interest**
  - a) Register of interests; Councillors are reminded of the need to update their register of interests.
  - b) To declare any other 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.
  - d) 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.

Councillors who have declared an interest must leave the room for the relevant items as per the code of conduct and the North Claines Parish Council standing orders.

Failure to register or declare a Disclosable Pecuniary Interest may be a criminal offence.
- 4. To appoint Officers of the Council – General Committee**
  - 4.1 Finance Committee** – to include the staffing committee.  
Appointment of Chairperson of the committee and 3 Councillors to serve on the Finance committee which will meet when the Council deems appropriate or 4 times a year.
  - 4.2 Recreation Committee** to include all public open spaces.  
Appointment of a Chairperson of the Recreation Committee and 2-3 Councillors which will meet when appropriate.
  - 4.3 Planning Committee** to take responsibility for reviewing all new applications. They will bring to the main council meeting only those applications where they wish to make an objection on planning grounds. Appointment of a Chairman and 2-3 Councillors.

**5. To appoint Councils representatives on other committees.**

5.1 None to date of agenda.

**6. To review adopted procedures of the Council.**

6.1 Review the standing Orders - no changes recommended by the Clerk.  
The Council has currently adopted the 2018 standing orders as recommended by NALC.

6.2 Review the financial regulations – no changes recommended by the Clerk. The Council has currently adopted the 2020 financial regulations as recommended by NALC.

6.3 Review complaints procedure - no changes recommended by the Clerk.

6.4 Review grievance and disciplinary protocol - no changes recommended by the Clerk.

6.5 Review member/officer protocol - no changes recommended by the Clerk.

**7 Approve and sign the risk log and asset register for the year ending 31 March 2023**

**8 Declarations of Interest**

a) Register of interests; Councillors are reminded of the need to update their register of interests.

b) To declare any other 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.

d) 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.

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**9 To confirm the minutes of the meeting of April 3rd, 2023 (circulated)**

**Meeting Adjourned for public question time**

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 further consideration at the discretion of the chairman. Members of the public may not take part in the parish council meeting itself unless the Chairman allows. This period is not part of the formal meeting; brief notes will be appended to the minutes as an aide memoire.

**10 Progress reports from the previous minutes and any matters arising for information (if not considered elsewhere on the agenda)**

(Appendix item A)

**11 Public areas in North Claines Parish.**

- 11.1 Opportunity for Councillors to raise matters regarding the Brum.
- 11.2 Opportunity for Councillors to raise matters regarding Bull Meadows and report on actions from the previous minutes.
- 11.3 Opportunity for Councillors to raise matters regarding other open areas in the Parish.

**12 Highways, Footpaths and Lighting.**

- 12.1 Opportunity to discuss any matters arising.

**13. Correspondence for information only.**

- Declaration of interest forms and information for all Councillors to complete and return.
- Road closure – Egg Lane
- SNT newsletter.

**14 Planning**

**14.1 Planning applications for decision**

W/22/02231/HP

1 Morton Road, Fernhill Heath, Worcester, WR3 7UB

Loft conversion including balcony and installation of cladding (retrospective)

W/23/00625/FUL

Land at (OS 8698 5884) Hurst Lane, Fernhill Heath

Creation of a new vehicular access to an agricultural field

W/21/02974

42 Homes on Dilmore Lane.

This is a resubmission which NCPC objected to last year.

**14.2 Planning application decisions by Wychavon. Approved.**

W/23/00198/HP

Conversion of garage to playroom, single storey extension to side and rear, two storey extension to side, rebuild front porch

2 Ivy Lane, Fernhill Heath, Worcester, WR3 8RW

W/22/02288/FUL

Aspen Lodge, Chestnut Close, Fernhill Heath Worcester WR3 7SZ

Construction of dwelling part retrospective.

W/22/00697/HP and W/22/02148/OUT

Retrospective application for erection of detached double garage and store.

The construction of a detached 4/5-bedroom house with a detached garage and vehicle parking spaces.

Lyftors Lodge, Firs Farm, Ombersley Road, Worcester, WR3 7RH

**14.3 Planning application decisions by Wychavon. Withdrawn.**

W/23/00385/LB Oak Farm, Ombersley Road. Worcester. WR3 7RH

Re-instatement of window openings and doors to the Barn and Cowshed

**15 Report from County and District Councillor.**

- 15.1 Report from M Baylis
- 15.2 Report from A Miller and N Wright.

**16 Newsletter and website**

- 16.1 Update on actions.

**17 Finance.**

- 17.1 Invoices for consideration and payment at the Council meeting (Appendix D)
- 17.2 Monies received.
  - Wychavon DC precept and grant for April 2023-24 £56100
- 18 To approve the Annual Governance statement for North Claines Parish Council for 2022-23
- 11.4 To approve the accounting statements for North Claines Parish Council for 2022-23

**18 Parish Maintenance**

This is an opportunity for Councillors to raise matters re parish maintenance.

**19 Councillors additional items for consideration** or for matters to be placed on the agenda for the next Parish Council meeting.

**20 Dates of the next Parish Council meetings.**

These meetings will be held in Okeys Lane Baptist Church

June 5<sup>th</sup> 2023 Ordinary Parish Council meeting at 19:30hrs.

July 3<sup>rd</sup> 2023 Ordinary Parish Council meeting at 19:30hrs

Abbreviations

CLr – Councillor

NCPC – North Claines Parish Council

NPC – Neighbourhood planning committee

WCC – Worcestershire County Council

WDC – Wychavon District Council