

HARVINGTON PARISH COUNCIL

Clerk to the Parish Council: Mrs N. Holland. Tel: 07746948392

Morton Wood Farmhouse, Morton Wood Lane, Abbots Morton. WR7 4LU.

Email: clerk@harvington-pc.org.uk Website: <https://www.harvington-pc.org.uk>

To Members of Harvington Parish Council:

You are duly summoned to attend the Annual Parish Council Meeting to be held on Wednesday May 10th 2023 commencing at 8.00pm in Harvington Village Hall, Harvington. Cllrs please arrive at 7.45pm to sign the paperwork required as a new term of Council.

1.	Election of Chairman: To elect a Chairman and signing of Declaration of Acceptance of Office.
2.	To receive and approve apologies of absence.
3.	To elect a Vice-Chairman.
4.	Declarations of Interests: Failure to register or declare a Disclosable Pecuniary Interest may result in the commission of a criminal offence. 4.1 <u>Register of Interests</u> – Councillors are reminded of the need to update their Register of Interests. 4.2 <u>To declare any Disclosable Pecuniary Interests</u> in items on the agenda and their nature. 4.3 <u>To declare any Other Disclosable Interests</u> 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. 4.4 <u>To consider any requests to grant a Dispensations.</u>
5.	General Power of Competence: As the Parish Council adhere to all the criteria, to resolve to adopt the General Power of Competence.
6.	Code of Conduct: To note continued adherence to the Code.
7.	To consider the following as per Standing Orders: 1) <u>To review and adopt:</u> a) Standing Orders. (Including delegation scheme). b) Financial Regulations. c) Asset Register. d) Risk Management Policy. e) Risk assessment. f) Training Policy. g) Councillors Travelling Policy. h) Staffing Committee Policy. i) Freedom of Information Policy & Publication Scheme. 2) <u>Insurance:</u> To confirm arrangements for insurance cover are in place in respect of all insurable risks. 3) <u>To appoint members to the following:</u>

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	<ul style="list-style-type: none">a) Staffing Committee x 4.b) Finance & General Purposes Working Group x 4.4) Appointments & representations to the following:<ul style="list-style-type: none">a) Wychavon CALC Representative.b) Perkins Educational Foundation Representative.c) Village Hall Representative.d) Two Shires Greenway Project x 2 Cllrs.e) Flood Wardens x 2 Cllrs. (Role of Warden inc in meeting paperwork).f) Weekly Playing Field Inspection.g) Weekly Jubilee Orchard inspection.h) Asset check: (April, August and December).i) Neighbourhood Plan review Working Group.
8.	Review Annual Subscriptions: Worcestershire CALC.
9.	To receive reports from County, District Cllrs. and Police.
Public Question Time: 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, this period is not part of the formal meeting; brief notes will be appended to the minutes as an aide memoire.	
10.	Minutes: to consider the adoption of the Minutes of the meeting held on 12.04.23.
11.	Clerk's report: Defibrillator Pads ordered.
12.	Financial matters:
12.1	To consider: <ul style="list-style-type: none">a) Schedule of payments and summary of accounts.b) Transfer of funds from end of year 22-23.c) Accounts for Payment (two councillors to authorise via internet banking).
12.2	To consider the Statement of Financial Control and Internal Controls Policies.
12.3	External Auditor Documents for 2022/23 for consideration: <ul style="list-style-type: none">a) Section <u>1</u>: Annual Governance Statement.b) Section <u>2</u>: Accounting Statements.c) <u>Explanation</u> of variations to accounts 2022-23.d) Annual Internal Auditor report for AGAR.e) <u>Approval of Proposed Dates</u> for Exercise of Public Rights.
12.4	Financial support for the Church Coronation 'Big Brunch' held on Sunday 7 th May.
13.	Council matters for consideration:
13.1	<u>Play area:</u> <ul style="list-style-type: none">a) Annual play inspection report.b) Quotation for the removal of the wooden fence adjacent to the metal fence.
13.2	<u>Jubilee Orchard:</u>

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	<p>a) Annual Inspection Report.</p> <p>b) Report on damaged bench.</p> <p>c) Request that the Council consider doing more work on the bridge area, putting some shard sand / shingle then topsoil, levelling the area and seeding/turfing it. (Cllr. Mrs. Allison)</p>
13.3	<p><u>Trees Call to Action Project:</u> A partnership Project with Wychavon District Council) is contacting all Parishes within Wychavon to offer support for Tree planting and maintenance projects. Confirmation required as to whether support with tree planting or maintenance is needed and are there any community groups / organisations / landowners within your Parish, which you feel may benefit from support in this area?</p>
13.4	<p><u>Litter Bin, Shakespeare Lane:</u> To consider the cost/maintenance and type of bin required.</p>
14.	Planning Matters.
14.1	<p>To consider commenting on the following application: NB: Please view these applications on the Wychavon District Council website prior to the meeting:</p> <p>a) <u>W/23/00784/HP</u> James Cottage, Church Street, Harvington. Proposal: Demolition of a chimney.</p> <p>b) <u>W/23/00729/FUL</u> Land at (OS 0525 4944), Village Street, Harvington. Proposal: Erection of a dwelling.</p>
14.2	<p>To note correspondence received from the Planning Authority:</p> <p>a) <u>W/23/00298/HP</u> – Harnham, Finch Lane, Harvington. Proposal: Construction of shed in garden to be used for domestic storage. Permission granted.</p>

Circulation: **All members of the Parish Council; District and County Councillors.**

Dated: May 2nd 2023.

Signed by the Clerk: NKHolland

Supporting notes to agenda for meeting May 2023.

	<u>All documents marked*in Dropbox.</u>	<u>Position</u>
Agenda No: 5	GPOC	For approval.
Agenda No: 6	Code of Conduct	For consideration.
Agenda No: 7.1	Papers a-j .	For consideration
Agenda No: 8	Annual subscription to Worcestershire CALC.	For consideration
Agenda No: 10	Minutes of the April Meeting.	For consideration.
Agenda No: 8.1	Schedule of Payments + Summary of accounts	For consideration