

**ROMSLEY PARISH COUNCIL**  
**CLERK TO THE COUNCIL: RUTH MULLETT, 167 BROMSGROVE ROAD, HUNNINGTON,**  
**WEST MIDLANDS, B62 0JU – [romsleyparish@btinternet.com](mailto:romsleyparish@btinternet.com)**

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**To Members of Romsley Parish Council**

Notice is hereby given that the next meeting of the Parish Council will be held virtually via Zoom on Tuesday 3rd May 2022, to follow on from the Annual Meeting commencing at 7.30pm.

All members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the meeting. The meeting is open to the press and members of the public to put questions or raise concerns regarding matters on this agenda or for future consideration. There is no expectation on the council to respond to any comments made at this time.

Under the Openness of Local Government Bodies Regulations 2014, any members of the public are allowed to take photographs, film and audio record the proceedings and report on all public meetings (including on social media). No prior notification is needed but it would be helpful to let the Clerk know of any plans to film or record so that any necessary arrangements can be made to provide reasonable facilities to report on meetings. This permission does not extend to private meetings or parts of meetings which are not open to the public. All recordings and photograph equipment should be taken away if a public meeting moves into a session which is not open to the public.

If you are recording the meeting, you are asked to act in a reasonable manner and not disrupt the conduct of meetings for example by using intrusive lighting, flash photograph or asking people to repeat statements for the benefit of the recording. You may not make oral commentary during the meeting. The Chairman has the power to control public recording and/or reporting so it does not disrupt the meeting. Recording must be clearly visible to anyone at the meeting. Please see our policy on Recording at Meetings available on our website for further details.

Please note that members of public exercising their right to speak during Public Question Time may be recorded.

**BUSINESS OF THE AGENDA**

**1. ELECTION OF CHAIRMAN**

- 1.1 To elect a Chairman and for Chairman to sign the Declaration of Acceptance of Office

**2. APOLOGIES**

- 2.1 To receive and approve apologies for absence.

**3. ELECTION OF VICE CHAIRMAN**

- 3.1 To elect a Vice Chairman

**4. DECLARATIONS OF INTERESTS**

- 4.1 Register of Interests – Councillors are reminded of the need to update their Register of Interests.
- 4.2 To declare any Disclosable Pecuniary Interests in items on the Agenda and their nature.
- 4.3 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.

**The meeting will be adjourned for Public Question Time**

The time allocated is at the discretion of the 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. This period is not part of the formal meeting and will not form part of the minutes.

**5. INSURANCE**

5.1 To confirm arrangements for insurance cover are in place in respect of all insurable risks

**6. ASSET REGISTER**

6.1 Review of asset register

**7. POLICIES AND PROCEDURES**

7.1 Review of the council's policies, procedures and practices in respect of its obligations under freedom of insurance, GDPR and data protection legislation.

**8. EMPLOYMENT PROCEDURES**

8.1 Review of the council's employment policies and procedures

**9. STANDING ORDERS**

9.1 To note and to consider reviewing Standing Orders from NALC

**10. CODE OF CONDUCT**

10.1 To note continued adherence to the Code

**11. FINANCIAL REGULATIONS**

11.1 To note and to consider reviewing

**12. MINUTES OF THE PREVIOUS MEETING**

12.1 To approve the Minutes of meeting held on 1<sup>st</sup> March 2022 (**Attached**)

**13. FINANCE**

13.1 Accounts for Payment (two councillors to authorise via internet banking) and ratify payments made in April.

13.2 To approve monthly bank reconciliation statement (**Attached**)

**14. PLANNING MATTERS**

**14.1 District Council Decisions**

<b>Planning Reference:</b>	21/01760/FUL
<b>Proposal:</b>	Demolition of existing extensions and construction of a new two storey rear extension
<b>Location:</b>	368 Bromsgrove Road, Romsley
<b>Decision:</b>	Granted

14.2 **Planning Applications for Parish Council Comments**

Nothing to report

14.3 **Appeals**

<b>Planning Reference:</b>	APP/1805/D/22/3291097/21/01442/FUL
<b>Proposal:</b>	Alteration and extension to existing dwelling and demolition of conservatory and other outbuildings
<b>Location:</b>	Kenelmstowe, St Kenelms Road, Romsley

<b>Planning Reference:</b>	APP/P1805/W/21/3283122
<b>Proposal:</b>	Change of use from Sui Generis to D2
<b>Location:</b>	Stable and land at Holt Lane, Romsley
<b>Decision:</b>	Appeal allowed

15. **PLAYING FIELD/COMMUNITY AREAS/MARLHOLE**

15.1 To receive update on blossom trees and benches in memory of Covid 19

15.2 To discuss/**RESOLVE** to allow use of playing fields for baby exercise class

16. **WINWOOD HEATH ALLOTMENTS**

16.1 To receive update

17. **ROADS/FOOTPATHS/TRAFFIC/HIGHWAYS**

17.1 To receive update

18. **PARISH LENGTHSMAN/MAINTENANCE**

18.1 Lengthsman's Report

19. **COMMUNICATION**

19.1 To receive update

20. **EVENTS PLANNING**

20.1 Romstock – to receive update

20.2 St Kenelm's Day – to receive update

21. **DISTRICT COUNCILLOR**

21.1 To receive report of District Councillor's – Cllr. Mrs May and Cllr. Mrs Sherrey

22. **COUNTY COUNCILLOR**

22.1 To receive report of County Councillor, Karen May

23. **TO RECEIVE CLERK'S REPORT**

23.1 To receive update

24. **TO RECEIVE REPORT OF PARISH COUNCILLORS**

24.1 Each councillor is requested to use this opportunity to report minor matters of information not included elsewhere on the agenda and to raise item for future agendas. Councillors are respectfully reminded that this is not an opportunity for debate or decision making.

25. **DATE OF NEXT MEETING** – 5<sup>th</sup> July 2022, 7.30pm at St Kenelms Church Hall

A handwritten signature in black ink, consisting of a large, stylized initial 'R' followed by several loops and a long horizontal line extending to the right.

Signed.....  
Ruth Mullett, Clerk to the Council  
27<sup>th</sup> April 2022