

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

To Members of Romsley Parish Council

Notice is hereby given that the next meeting of the Parish Council on Tuesday 16th May 2023, to follow on from the Annual Meeting commencing at 7.00pm.

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 **(To follow)**

7. POLICIES AND PROCEDURES

7.1 Review of the council's policies, procedures and practices in respect of its obligations under freedom of information, 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. RISK ASSESSMENT AND INTERNAL CONTROL POLICY

12.1 To **RESOLVE** to approve the Risk Assessment for 23-24 and Internal Control Policy for 23-24 **(Attached)**

13. GENERAL POWER OF COMPETENCE

13.1 As the Parish Council adheres to all the requirements, **RESOLVE** to adopt the General Power of Competence

14. MINUTES OF THE PREVIOUS MEETING

14.1 To approve the Minutes of meeting held on 26th April 2023 **(Attached)**

15. FINANCE

15.1 Accounts for Payment (two councillors to authorise via internet banking) **(Attached)**

15.2 To approve monthly bank reconciliation statement **(To follow)**

15.3 To discuss/**RESOLVE** to open an Instant Access Savings Account with Unitary Trust Bank at a rate of 2.15%

15.4 **Internal Auditor** – to note the report from the Internal Auditor and consider any actions arising from the report **(To follow)**

15.5 **Annual Governance and Accountability Return 2022/23** – To approve the Annual Governance Statement for 2022/23 **(To follow)**

15.6 **Annual Governance and Accountability Return 2022/23 – To consider and approve the Accounting Statements for 2022/23 (To follow)**

16. **PLANNING MATTERS**

16.1 **District Council Decisions**

Application Type:	Full Application
Planning Reference:	22/01444/FUL
Proposal:	Replacement porch with larch cladding, part larch cladding to rear and side elevations, render on side elevation and replacement of roof and addition of solar panels
Location:	79 Waverley Crescent, Romsley
Decision:	Granted

Application Type:	Full Application
Planning Reference:	23/00056
Proposal:	Extension to dwelling
Location:	76 Bromsgrove Road, Romsley
Decision:	Application withdrawn

16.2 **Planning Applications for Parish Council Comments**

Planning Reference:	23/00510/HHPRIO
Proposal:	Creation of additional storey to bungalow
Location:	Hillside, Shut Mill Lane, Romsley

16.3 **Appeals**

Planning Reference:	APP/P1805/C/20/3264661
Proposal:	Without planning permission, the carrying out of a material change of use of the land from agricultural use to a mixed use comprising agricultural and the use of land for the stationing of a twin unit caravan and a steel shipping container and storage of steel framework to be used in construction of a polytunnel.
Location:	Land to the east of Bromsgrove Road, Romsley
Decision:	The appeal was dismissed

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

17.1 To receive update on upgrades to the play area and grants

18. **WINWOOD HEATH ALLOTMENTS**

18.1 To discuss/**RESOLVE** to hire a skip to tidy up the allotments

19. **ROADS/FOOTPATHS/TRAFFIC/HIGHWAYS**

19.1 To receive update

20. **PARISH LENGTHSMAN/MAINTENANCE**

20.1 Lengthsman's Report

21. **COMMUNICATION**

21.1 To receive update on website enhancements

22. **EVENTS PLANNING**

22.1 Romstock – to receive update

22.2 St Kenelm’s Day – to receive update

23. **DISTRICT COUNCILLOR**

23.1 To receive report of District Councillor’s – Cllr. May and Cllr. Nock

24. **COUNTY COUNCILLOR**

24.1 To receive report of County Councillor, Karen May

25. **TO RECEIVE CLERK’S REPORT**

25.1 To discuss support for Romsley and Hunnington Village Show

25.2 To discuss email from resident outlining various issues

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

26.1 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.

27. **DATE OF NEXT MEETING – 21st June 2023, 7.00pm at St Kenelms Church Hall**



Signed.....

Ruth Mullett, Clerk to the Council

10th May 2023