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| **To Members of Great Witley and Hillhampton Parish Council** |
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| You are duly summoned/required to attend the next meeting of Great Witley and Hillhampton Parish Council to be held at 7.30pm on Wednesday 14th September 2016 at Great Witley Village Parish Hall |
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| **Agenda** |
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| **In Attendance:** To receive apologies and to approve reasons for absence. |

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| **1.** | **Apologies:** Cllr Frank Chapman (FC) |
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| **2.** | **Declarations of Interest:** |
|  |  | a. | Register of Interests: Councillors are reminded of the need to update their register of interests. |
|  |  | b. | To declare any 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 a Disclosable Pecuniary Interest, or an Other Disclosable Interest which falls within the terms of paragraph 12(4) of the code of conduct, must leave the room for the relevant items. |
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| Failure to register or declare a Disclosable Pecuniary Interest may be a criminal offence. |
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| **The meeting will be adjourned for Public Question Time** |
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| 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 future consideration at the discretion of the chairman. Members of the public may not take part in the parish council meeting itself. The period is not part of the formal meeting; brief notes will be appended to the minutes as an aide memoire. |
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| **3.** | **To consider any Application for a dispensation:** None |
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| **4.** | **Minutes:** To consider the approval of the minutes of the last meeting of the council. (attached). |
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| **5.** | **Progress reports:** for information |
|  |  | a. | Clerk (Jo Evans)* Casual Vacancy – Frank Chapman has been appointed as a Councillor to join the GWHHPC
* The Community Police Officer reported that she would speak to the estate and the school regarding the nuisance and dangers of playing games in the road. Please see Correspondence appendix B.
* To discuss commissioning a new draft for the GWHHPC logo.
* Mr C Jones, Lengthsman, has agreed to grit the road outside Glendower Way in bad weather.
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|  |  | b. | Village Hall (Cllr C Shaw) |
|  |  | c. | Lengthsman and Footpaths (Cllr R Perkins) |
|  |  | d. | Neighbourhood Plan Working Party  |
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| **6.** | **Malvern District Council, Refuse Collection:** N/A |
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| **7.** | **Worcestershire County Council, highways grass cutting:** N/A |
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| **8.** | **CALC:** to consider attendance by clerk and councillors at forthcoming training events outlined in the CALC Updates. |
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| **9.** | **District and County Councillors’ Reports:** for information. (Items raised for decision will appear on the agenda for the next meeting.) |
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| **10.** | **Planning:** |
|  |  | a. | 16/00401/HOU Mr Massey, Meadown House, Notice of planning Approval |
|  |  | b. | 16/01188/AGR Mr Drew, Penlake House, Notice of planning application for formation of an irrigation pool to collect and hold surface water for use on agricultural land within the holding |
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| **11.** | **Finance:** |
|  |  | a. | Please see appendix A for this month’s paid invoices. |
|  |  | b. | Grant Thornton sent queries relating to the Internal Audit. Clare Shinner has answered these. Please see Correspondence appendix B |
|  |  | c. | Online banking application made. Awaiting usernames and passwords. |
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| **12.** | **Neighbourhood Plan Working Party:** A draft NDP has been published (see Correspondence appendix B) for consultation jointly by Martley, Knightwick and Doddenham parish councils which may be of interest to our PC. |
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| **13.** | **Correspondence for Information:** To note the attached appendix B of items which have been circulated or will be available for inspection at the meeting. |
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| **14.** | **Clerk’s report on Urgent Decisions made under delegation since the last meeting:** None |
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| **15.** | **Councillors’ reports and items for future agenda:** |
|  |  | a. | GG to report on progress with gate at Bowens Field. |
|  |  | b. | Glendower Way: GG to query with PC the situation regarding the 2 vacant houses. |
|  |  | c. | GG to report back on speaking to Mr S Holmes regarding clearing of local footpaths. |
|  |  | d. | RP has asked to discuss sale of the original browser book bought for the Clerk. |
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| 16. | **Date of next meeting:** To confirm the date of the next meeting which is scheduled for Wednesday 9th November 2016.  |
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| **17.** | **To consider the exclusion of the public and press in the public interest for consideration of the following items: N/A** |
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| Signed ………Jo Evans……………………….. Date …………06/09/16…………….. |
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|  | Jo Evans Clerk to Great Witley and Hillhampton Parish Council |