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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 15th March 2017 at Great Witley Village Parish Hall |
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| **Agenda** |
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| **In Attendance:**  |

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| **1.** | **Apologies:** To receive apologies and to approve reasons for absence. |
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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. |
| **3.** | **To consider any Application for a dispensation:** None |
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| 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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| **4.** | **Minutes:** To consider the approval of the minutes of the last meetings of the council. (attached). |
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| **5.** | **Progress reports:** for information |
|  |  | a. | Clerk (Jo Evans)Notice for Applications for Casual Vacancy has now expired. Proposal by GG to co-opt. |
|  |  | b. | Village Hall and Quartergreen (Cllr C Shaw) |
|  |  | c. | Lengthsman and Footpaths (Cllr R Perkins)* Remaining Section 106 Funds applied for to enable footpath extension from Bowens Field.
* Lengthsman vacancy posted and two applicants interested.
* Lengthsman to provide the Clerk with a completed Risk Assessment Form for the End of Year Audit.
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|  |  | d. | Neighbourhood Plan Working Party (Cllr F Chapman) |
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| **6.** | **CALC:** to consider attendance by clerk and councillors at forthcoming training events outlined in the CALC Updates. |
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| **7.** | **District and County Councillors’ Reports:** for information. (Items raised for decision will appear on the agenda for the next meeting.) |
|  |  | a. | DCllr Mr P Cumming |
|  |  | b. | CCllr Mr K Pollock |
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| **8.** | **Planning:** |
|  |  | a. | 17/00149/LB* Blackmore Court – proposed insertion of new windows into the ground floor South and East Elevations, addition of canopies above new entrances and internal alterations.
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|  |  | b. | 17/00160/CLE* Holiday let at The Old Hunting Lodge – Certificate of Lawfulness for an existing use of a building as holiday accommodation.
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| **9.** | **Finance:** |
|  |  | a. | Invoices settled* Jo Evans February invoice number 11 £310.65
* G Goodman Paper and Ink £55.97
* Lengthsman February invoice £216.00
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|  |  | b. | Remittances* VAT claim from HMRC £222.02
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|  |  | c. | Parish Council to approve the appointment of Diane Malley to carry out the internal audit.  |
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| **10.** | **Correspondence for Information:** To note the attached appendix of items which have been circulated or will be available for inspection at the meeting.* Response to Jo Cross made regarding proposed plans for future Section 106 Funds if the application is approved.
* Response to MHDC following a public meeting held on 8/3/17. The Parish Council recommends to reject the application.
* Velo Birmingham have informed us that there will be a road closure on September 24th 2017 due to a major cycling event with 15,000 cyclists travelling through Great Witley
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| **11.** | **Councillors’ reports and items for future agenda:** Councillors may use this opportunity to report minor matters of information not included elsewhere on the agenda and to raise future items for future agendas.***The next meeting to be held in May will be the Annual Parish Meeting and Annual Meeting of the Council*.** |
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| **12.** | **Date of next meeting:** To confirm the date of the next meeting which is scheduled for Wednesday 10th May 2017 at 7.30pm.  |
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| Signed ………Jo Evans……………………….. Date …………10/03/17…………….. |
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|  | Jo Evans Clerk to Great Witley and Hillhampton Parish Council |
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