

Broadwas & Cotheridge Parish Council

**Clerk to Council: Mrs Carole Hirst. Courtland 1a Church Walk, Areley Kings Stourport on
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To Members of Broadwas & Cotheridge Parish Council

February 4th 2022

I hereby give notice of a Formal Parish Council Meeting of Broadwas and Cotheridge Parish Council which will be held on February 14th 2022

Those in attendance are asked to take into account and act on the following government advice and guidance

Safer Workplace - <https://www.gov.uk/guidance/working-safely-during-covid-19/shops-branches-and-close-contact-services>. This provides the latest government guidance

Accessibility - At the present time the Parish Council is not able to make arrangements for a hybrid meeting (where members of the public could attend remotely) and it is understood that it is a legal requirement for Councillors to attend in person. The Parish Council is mindful of its duties and responsibilities especially in respect of how Covid may impact on those who are more “vulnerable”, as well as the requirements of the 2010 Disability Act which requires us to consider and make if possible reasonable adjustments to promote inclusion.

Therefore in advance of the meeting the Parish Clerk will have completed a risk assessment of the venue and arrangements so as to ensure appropriate arrangements are in place.

This means

- that all seating arrangements will reflect current guidance in terms of social distancing
- The venue will be well ventilated
- Entry and exit points will be separate and hand sanitizer will be available at the entrance
- Face masks will be required to be worn at all times in the meeting and in the premises.
- Whilst it cannot be a requirement for attendance that members of the public and or Councillors take a Lateral Flow Test prior to attendance, this is strongly advised.
- As there will be limited capacity members of the public are asked to confirm in advance with the Clerk their intention to attend, and if demand for places exceeds supply the Clerk will consider whether the meeting can be safely held

AGENDA

In light of particular circumstances relating to Covid Pandemic and current Government requirements for meetings to be convened in public the agenda for this meeting is shortened to reflect the need to comply with what is legally required and to take into account the need to minimise risk of infection.

1. Apologies: To receive and to approve reasons for absence

2. Declarations of Interest

I. **Register of Interests:** Councillors are reminded of the need to update their register of interests.

II. To declare any **Disclosable Pecuniary Interests** in items on the agenda and their nature.

III. To declare any **Other Disclosable Interests** in items on the agenda and their nature.

Councillors who have declared a Disclosable Pecuniary Interest, or any other Disclosable Interest which falls within the terms of Section 12 of the Code of Conduct,

must leave the room for the relevant items unless a Dispensation has been requested/granted.

Failure to register or declare a Disclosable Pecuniary Interest may result in the commission of a criminal offence.

3. **To Consider Written Requests from Councillors for the Council to Grant a Dispensation** (S33 of the Localism Act 2011) – written requests to be with the Clerk at least 4 days in advance.
4. **Co-option to Parish Council.**
5. **County & District Councillors Reports**
6. **To agree the Minutes of the previous Meeting** held on 10th January 2022.
7. **Matters Arising not covered on the agenda/ and or PC priority –**
 - a) **To reset dates for Dementia Friendly Community meeting and “Meet your Neighbour/Parish Plan.**
 - b) **Update on registering the Parish Assets with the Land Registry.**
 - c) **Progress re checks with Land registry re land adjacent to Taberness Close and A44**
 - d) **Update on discussions with Royal Mail on Post Box next to Bus Shelter**
 - e) **Update re Track, Gladwish Field, A44/Church Lane drainage/ repairs to surface irregularities (A44 Broadwas)**
 - f) **Parish councillor and Footpath warden vacancies**
 - g) **Connected Communities - Improving amenities on Berryfields**
 - h) **Request from VHMC re signage on A44**

The time allocated is at the discretion of the council/chairman. Residents are invited to give their views and questions to the Parish Council on issues on this agenda or raise issues for further 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.

Public Question Time.

8. **Correspondence for agenda:**
 - MHDC – Boundary Commission Proposed Changes
9. **Finance**
 - a) **To Consider the Receipts and Payments received up to the 2nd February 2022;**
 - b) **Bank Reconciliation on February 2nd 2022**
 - c) **Budget Report for February 2nd 2022**
 - d) **Confirmation of extension of contracts for Lengthsman and Grounds Maintenance Contractor to 31st March 2023.**
10. **Planning Report-** Cllr. Pearce.
11. **Community Fibre Partnership Gigabyte/ full Fibre Connection for Broadwas and Cotheridge project –** (Cllr. Burrows)
12. **Parish Council website -** update on progress
13. **Regular Parish Council Reports**
 - a. **Berryfields -** usage of football pitches -remedial/ROSPA recommendations work update.
 - b. **Broad Green -** recent reported concerns re damage done to parts of the green
14. **Parish Plans to celebrate the Queen’s Platinum Jubilee (2nd to 5th June 2022).**
15. **Any other business-**

16. In view of the confidential nature of the business about to be transacted the Council will consider a resolution to exclude the press and public from the meeting in accordance with the Public Bodies (Admissions to Meetings) Act 1960, s1, in order to discuss the item 17 of the Agenda.

17. Legal and Staff Matters, the detail of which should be circulated to members (only) prior to the meeting.

Date of the Next meeting will be **Monday March 14th 2022.**

Carole Hirst, Clerk and RFO to Broadwas and Cotheridge Parish Council