

Broadwas & Cotheridge Parish Council
email: parishclerk@broadwas-cotheridge.com
To Members of Broadwas & Cotheridge Parish Council

June 8th 2022

I hereby give notice of an extraordinary Parish Council Meeting of Broadwas and Cotheridge Parish Council **which will be held on June 13th 2022 at St Leonards Church Cotheridge at 7.30pm**

AGENDA

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

2. **Staffing**

- a) To **note** there is a clerk vacancy.
- b) In view of the confidential nature of the business about to be transacted the Council to **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 following item on the Agenda.
- c) To **appoint** a temporary clerk whilst a permanent clerk is recruited. Document circulated.

End of confidential session.

- d) To **approve** the clerk job description. Document circulated.
- e) To **approve** the clerk vacancy notice. Document circulated.
- f) To **approve** a delegation to the clerk to make the recruitment arrangements using the agreed job description and vacancy notice.

3. **Acceptance of Office - Chair**

- a) Signing of the acceptance of office.

4. **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.

5. **Dispensations**

- a) 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.

6. **Minutes**

- a) To **agree** as a true record the Minutes of the previous Meeting held on 9th May 2022.

7. **County and District Reports**

- a) To **note** the County & District Councillor Reports.

Public Question Time.

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.

8. **Finance**

- a) To **note** the Receipts and Payments received up to the 23rd May 2022;

- b) To **approve** the payments schedule.
- c) To **approve** the purchase of a Microsoft Office business account. This is required as a matter of urgency. Document circulated.

9. Code of Conduct

- a) To **consider** whether to adopt the new Code of Conduct issued by Malvern Hills District Council. Document circulated.

10. Planning

- a) To **consider** a response to the following:
Application Number : **M/22/00639/FUL** Location: Mount Flirt, Sledgemoor, Broadwas, Worcester, WR6 5NS Description of Proposal: Construction of a live/work unit
- b) To **note** the WORCESTERSHIRE MINERALS LOCAL PLAN: RECEIPT OF INSPECTORS' REPORT

11. Meeting dates

- a) To **approve** the meeting dates for the forthcoming year. Document circulated.

12. Other matters to report or for future consideration.

- 13. To **note** the date of the next meeting will be **Monday 11th July 2022 at Broadwas Village Hall.**

Richard Burrows, Chair of Broadwas and Cotheridge Parish Council