

**KINLET PARISH COUNCIL.**

Clerk:- Mrs. J. Burgess  
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6th May 2024

The **ANNUAL** meeting of **KINLET PARISH COUNCIL** will be held in the Parish Hall, Kinlet at **7.00 p.m.** on **Monday 13th May 2024** when members are summoned to attend.

Yours sincerely,

J.M. Burgess (Mrs). CLERK.

**AGENDA**

- 1. ELECTION OF CHAIRMAN (and signing of Acceptance of Office Form)**
- 2. APOLOGIES** (to be submitted to the Clerk of Chairman with reason for non-attendance)
- 3. DECLARATIONS OF INTEREST.**
- 4. ELECTION OF VICE CHAIRMAN.**
- 5. ELECTION OF OTHER REPRESENTATIVES.**
  1. Parish Hall. 2. Area Committee.
- 6. APPROVAL OF BANK RECONCILIATION AS AT 31/3/2024. (Website & Circulated)**
- 7. PUBLIC PARTICIPATION**
- 8. APPROVAL OF THE MINUTES OF APRIL MEETING. (Circulated and on Website)**
- 9. MATTERS ARISING.** 1a. HIGHWAY MATTERS. 1a. Updates re Catsley to Lewis  
Garage problems/Blocked Drains by Tanwood and Nortons End Road/Road Sweeper Attendance/Meaton Lane Potholes/West Mercia Road Safety Team re Bus Pull-In at Kinlet/Pothole by Fairview Lodge/  
Cleaning Roadside Gullies/Letter from S.C. re FMS problems  
**Other Highway Matters** Arising and New. 1. Lengthsman Update 2. School Bus at Button Bridge.  
**Other General Matters Arising.**
  2. ENFORCEMENT DETAILS –
- 10. CORRESPONDENCE.** All correspondence has been emailed to councillors during part April and May and will be discussed as appropriate + any other correspondence received
- 11. PLANNING APPLICATIONS.** (to hand at date of issue of Agenda)
  1. 24/01556/FUL re Change of use of land to domestic, demolition of existing cattery building and erection of a domestic outbuilding at Catsley View, Meaton Lane for Mr J. Himsley.  
Planning Refusal for 24/01155/FUL for erection of a replacement dwelling following demolition of existing dwelling + letter from S.C. re this refusal.
- 12. RE-APPROVAL RISK MANAGEMENT STRATEGY. (Circulated & on website)**
- 13. APPROVAL OF ANNUAL INSURANCE POLICY RENEWAL.**
- 14. RE-APPROVAL OF AMENDED BIO-DIVERSITY STATEMENT. (Circulated)**
- 15. APPROVAL OF BUDGET REPORT AS AT 31.3.2024 (Circulated and on website)**
- 16. CONSIDERATION & APPROVAL OF CONTRIBUTION TOWARDS WORCESTERSHIRE MARBLE DEFIBRILLATOR.**
- 17. COUNTY COUNCILLORS' MONTHLY REPORT.**
- 18. PAYMENTS OF ACCOUNTS.** To approve the Following Payments. 1. Mrs. J. Burgess - £352.20 (new approved rate of £343.20 at £17.16 per hour based on a 20 hour month + £9.00 travelling expenses). 2. S.A.L.C £507.87 (annual sub). 3. Monkey Office £360.40 (printer cartridges) 4. C.M. Smith (Stretton Creative) - £80.00 (April website work). 5. The Kabin - £78.38. (bulk purchase of stamps). 6. Kinlet Hall - £91.00 (Hall hire). 7. Clear Councils - £438.85 (insurance renewal). 8. ITS Solutions - £156.00 (computer repair.) 9. Newton Newton Flag & Banner Makers Ltd - £28.80 (D-Day Flag).  
(+ any other acceptable accounts received after issue of Agenda)
- 19. ITEMS NEXT AGENDA.**
- 20. DATE OF NEXT MEETING – Monday June 10<sup>h</sup> 2024 at 7.30 p.m. in the Parish Hall.**