

Dear Members,

You are summoned to attend an ordinary meeting of Broadwas and Cotheridge Parish Council at Broadwas Village Hall, WR6 5NG, Wednesday 22nd May 2024 at 8.15pm for the purpose of transacting the business identified on the Agenda below.

Yours sincerely,



Miss Lisa Law

Clerk to Broadwas and Cotheridge Parish Council

Members of the public and press are welcome to attend.

Agenda 24/01-24/16

AGENDA

24/01 Election of chairman and signing the declaration of office.

24/02 Election of vice chair.

24/03 Apologies for absence: To receive apologies and approve any for absence.

LGA 1972 S85(1)

Schedule 12 of the Local Government Act 1972 requires that a record be kept of the members present and that this record form part of the minutes of the meeting.

Members who cannot attend a meeting should tender apologies to the Clerk as it usual for the grounds upon which apologies are tendered also to be recorded.

24/04 Declarations of Interest and written requests for dispensation:

Local Authorities (Model Code of Conduct) Order 2007 SI No 1159
Localism Act 2011, Part 1, Chapter 7, Section 28 (2)

Members are invited to declare:

(1) Disclosable pecuniary interests (DPI) and any

(2) Other registerable interests in items on the agenda and their nature.

(3) To consider written requests for dispensations from Councillors.

Requests for dispensation must be in writing addressed to the Clerk and received as soon as possible before the meeting.

24/05 Public participation:

Residents are invited to give their views and raise questions to the Parish Council on issues on this agenda or raise issues for future consideration at the discretion of the Chairman. Individual members of the public are permitted to speak for no more than 3 minutes. Members of the public may not take part in any other part of the Parish Council Meeting itself and the Parish Council cannot pass a resolution on matters raised during public participation.

24/06 District Councillor or County Councillor reports. To receive any reports from either the district or county councillors.

24/07 Chairman's Report: To receive a report from the Chairman of the Council.

24/08 To approve the minutes of the Parish Council. LGA 1972 Sch 12 para 41(1)

(1) To confirm as a correct record and sign the minutes of the council meeting held on 6th March 2024.

24/09 Planning applications determined by Malvern Hills District Council. To note:

- a. **M/23/01699/FUL Tack Farm Broadwas Worcester WR6 5NE.** Provision of a new entrance and access track. **Refused 15/03/24.**
- b. **M/23/01541/FUL Spring Meadow, Broadwas, WR6 5NE.** Demolition of existing garage and construction of new garage with annexe above. **Approved 15/05/24.**

24/10 Broadwas and Cotheridge NDP Review. To receive information from Malvern Hills District Council regarding the parish council NDP review.

24/11 Review of Council Insurance. For members to review and consider quotes the annual insurance for the council.

24/12 Review of the following council documents.

- a. **Scheme of Delegation.** For members to review Committees, working groups, terms of reference, and appointment of councillors.
- b. **Asset Register.** For members to review the asset register for 2024-25.
- c. **Risk Assessment.** For members to review and approve the risk assessment For 2024-25.

24/13 Berryfields Playground Equipment Repairs. To consider any quotations received for works needed on play equipment.

24/14 Berryfields Playground Inspection. For members to consider quotations for the annual playground inspection.

24/15 Finance:

1. **To receive the Finance Report and approve the invoices for payment.**
2. **To receive the Bank Reconciliation Statements for May 2024.**
3. **To receive the year-end report and consider any recommendations.**
4. **To note that the first payment of the precept has been paid by WCC.**
5. **To note the receipt of CiL monies of £7,702.08**

24/16 Councillor's reports and items for future agenda:

Councillors are requested to use this opportunity to report minor matters of information or action not included elsewhere on the agenda and to raise items for future agendas. Councillors are respectfully reminded that this is not an opportunity for debate or decision making.