

Tibberton Parish Council

E-mail: tibbertonpc@gmail.com

Dear Councillor,

31st May 2022

Notice is hereby given that an Ordinary Meeting of Tibberton Parish Council will be held on Tuesday 7th June 2022 at 19:30 hours in Tibberton Village Hall when the business set out in the agenda below will be transacted. You are respectfully summoned to attend the meeting

Yours faithfully

J Hill

Clerk and Responsible Financial Officer

- **Members of the public who would prefer to attend remotely** via Microsoft Teams to email the Clerk (email address above) by 12 noon on Monday 6th June 2022; a meeting invite will then be emailed in due course.
- **Members of the public who attend the meeting in person** are advised of the need to follow current advice re Covid provided by HM Government.

Democratic Period: An opportunity for parish residents to raise matters of interest or concern with the Parish Council.

AGENDA

1 To Consider any Apologies for Absence

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.

Councillors who have declared a Disclosable Pecuniary Interest, or an Other Disclosable Interest, which falls with the terms of paragraph 12(4)(b) of the Code of Conduct and who have not been granted a Dispensation, **must leave the room for the relevant items.**

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 for the granting of a dispensation to be made to the Clerk in advance of the meeting.

4 Minutes of Previous Meetings of the Council

Proposal: Tibberton Parish Council formally adopts the minutes of the Ordinary Meeting of Tibberton Parish Council held on Tuesday 5th April 2022

Proposal: Tibberton Parish Council formally adopts the minutes of the Annual Meeting of Tibberton Parish Council held on Tuesday 10th May 2022

Proposal: Tibberton Parish Council formally adopts the minutes of the Ordinary Meeting of Tibberton Parish Council held on Tuesday 10th May 2022.

5 To receive the report of the County Councillor - For Information

6 To receive the report of the District Councillor - For Information

7 Reports by Councillors

To receive the reports of Committees and Working Groups and of Councillors representing the Council on outside bodies, to ask relevant questions, and to decide on appropriate action

- a) Neighbourhood Watch (ML)
- b) Community Speed Watch (MR)
- c) Tibberton Community Land Trust to include a report on the Platinum Jubilee Celebrations (RG and MR)
- d) County Association of Local Councils (MR)
- e) Telephone Kiosk Working Group (MR).

8 Report from the local police officer – For Information

9 Report from the Chairman of the Annual Parish Meeting

10 Planning

- a) To consider planning application: W/22/00855/HP 8 Hillside, Plough Road, Tibberton. Single storey front porch and wc extension referred by Wychavon District Council for comment
- b) At publication of the agenda no details of decision notices had been received
- c) To determine matters relating to a proposal that the Parish of Tibberton should undertake a neighbourhood plan.

11 Highways and Byways

To receive reports of highways (roads & pavements) & byways (bridleways and footpaths) matters from Members, Parish Paths Warden, and the Clerk

- a) Lengthsman
- b) Public Rights of Way (RG).

12 Legal Advice – Tibberton Parish Hall

- I. To consider advice from Tibberton Parish Council's legal representative in relation to the draft deed drawn up by the Diocesan Registrar: matters concerning Tibberton Parish Hall and the Parochial Parish Council
- II. Proposal Tibberton Parish Council has noted its legal representative's advice and after due consideration has determined that as Custodial Trustee it has no knowledge of any other deed, lease or conveyance which might be additional to the 1966 Charity Commission Scheme and which might therefore also require to be rescinded, and further, that Tibberton Parish Council accepts the assertion of the Chairman of Tibberton Parish Hall that no such documents exist
- III. Proposal: Tibberton Parish Council having taken due consideration of the advice received from its legal representative in i) above and the resolution of the proposal at ii) above is content that the draft deed be approved
- IV. Proposal: to determine which Councillor will serve as a second signatory, alongside the Chairman, to sign the deed once it has been endorsed.

13 Legal Advice – Tibberton Village Hall

- I. Proposal: Tibberton Parish Council authorises the Clerk to instruct its legal representative in relation to a draft lease for the Tibberton Village Hall
- II. Proposal: Tibberton Parish Council authorises the Clerk to obtain indemnified confirmation from the VAT consultant that the terminology used in, and the requirements of, the draft lease, do not contravene any HMRC regulations which might require re-payment of the VAT re-claimed by Tibberton Parish Council in relation to the capital build costs of Tibberton Village Hall.

14 Documentation Review

Proposal to determine a time frame and procedural mechanisms for review of the following documentation:

- a) Financial Regulations (statutory requirement)
- b) Standing Orders (statutory requirement)
- c) Code of Conduct (statutory requirement)
- d) Transparency Code
- e) Information available under the Freedom of Information Act
- f) Complaints Procedure
- g) Grievance Procedure.

15 Opening of a new bank account

Proposal: Tibberton Parish Council authorises the opening of a new account with Unity Bank and approves the raising of a cheque for £500 made payable to that new account and formally declares the following to be a true and accurate record of its decisions:

- Tibberton Parish Council confirms that it has read and acknowledge that it is bound by the terms and conditions for the bank's accounts
- Tibberton Parish Council confirms that it has read and understood the FSCS information sheet
- Tibberton Parish Council confirms that it agrees to Unity Bank's resolution
- Tibberton Parish Council confirms that it agrees to Unity Bank's telephone declaration
- Tibberton Parish Council confirms that it hereby resolves to open a new bank account with Unity Bank.

(documentation circulated by Cllr Leci)

16 Update on Matters Outstanding

- a) White gates: to receive a report from Cllr Leci in relation to progress on provision of white gates
- b) White gates: to receive a report from Cllr Grimer in relation to progress on provision of an alternative website.

17 Correspondence and other matters for consideration and information

To receive for information only items received between publication of this agenda and the meeting.

18 Items for inclusion on a future agenda

To report and request items for inclusion on future agenda; to have regard to items raised in public session.

19 Date of Next Meeting

I. To agree a monthly schedule for Parish Council meetings until the end of April 2023

II. To agree a tentative date for Council to meet to consider the Annual Return for the year ended 31st March 2022.

**Members of the public and press are cordially invited to be present
at the above meeting**

In view of the confidential nature of the business about to be transacted, the public and press will be excluded pursuant to the Public Bodies (Admission to Meetings) Act 1960. The reason being the grievance raised by the Clerk.