

MANCETTER PARISH COUNCIL

You are invited to the Annual Parish Council Meeting  
to be held in the Schoolroom, St Peter's Church on Tuesday 14th May 2019 at 7pm prompt.

**AGENDA**

1. Appointment of Chair and Vice Chair – signing of Declaration of Acceptance of Office for all newly elected councillors.
2. Welcome and Apologies.
3. Chairman's request that anyone recording the meeting to make themselves known.
4. Notice of Interest.
5. Public Question time up to 15 Minutes for Members of the Public to raise issues.
6. Minutes of the last meeting:
  - To accept the draft minutes of the Parish Council Meeting held on 26<sup>th</sup> March 2019.
  - To review the draft minutes of the Annual Parish Meeting held on 30<sup>th</sup> April 2019 to be formally approved at the Annual Parish Meeting on 28th April 2020.
7. Matters Arising from the Parish Council Meeting on 26th March 2019.
8. Report from the Police.
9. Report from County and Borough Councillors.
10. Any other Parish Business for Discussion- not covered in any other agenda points:
  - a) Speed Awareness and Traffic Calming Working Group.

To agree membership, commencement of recording vehicle movements, room hire costs, authorise an application to the Road Safety Fund and consider funding a £500 non refundable deposit to investigate highway works.
  - b) To confirm eligibility for Mancetter Parish Council to obtain the General Power of Competence.
  - c) To consider applying for listing to protect Wathen Grange from Demolition.

- d) To confirm one Parish Council Vacancy following the elections held on 2<sup>nd</sup> May 2019.
- e) To consider the statutory responsibility to provide cover for the RFO.

## 11 Review of Statutory Documents

- Standing Orders
- Pecuniary Interests – advise of any changes
- Code of Conduct
- Complaints Procedure
- Freedom of Information Policy
- Grant Making Policy
- Risk Assessment – Financial Regulations
- Risk Assessment – Allotments
- Risk Assessment – Cemetery / Handyman
- Media Policy
- Grievance Procedure
- Training Policy
- Asset Register
- Allocation of Reserves
- Insurance Details

## 12 Correspondence

- Correspondence received

## 13 Planning Matters and New Applications:

- Update on Enforcement issues.

- **Previous Applications**

PAP/2017/0278 Gladman Developments Ltd – Outline Application for 115 Dwellings Nuneaton Road Mancetter – **Refused**

PAP/2018/0050 – Land adjacent to Fir Tree Paddock – Amendments of Planning/Appeal Conditions – **Pending**

PAP/2019/0086 – Kirby Glebe Farm – Change of use to a residential caravan site for 1 family with three caravans and dayroom – **Granted**

PAP/2019/0126 – Cherry Blossom Barn Atherstone Road – Conversion of Stables into a dwelling – **Pending**

PAP/2019/0138 – Manor Farm House Quarry Lane – Work to trees in the conservation area – **Granted**

PAP/2019/0137 – 22 Harpers Lane – Single Storey Rear and Side Extensions- **Pending**

- **Current Applications**

- PAP/2019/0203 – Residential Caravan Site Atherstone Road Hartshill - **Pending**

#### 14 Finance

- a) Formal receipt of the accounts for 2018/19.
- b) Formal signing of section one of the Annual Governance and Accountability Return for the year 2018/19 – Annual Governance Statement.
- c) Formal signing of section two of the Annual Governance and Accountability Return for the year 2018/19 – Accounting Statements.
- d) Signing of all payments since the last meeting in accordance with the Bank mandate.
- e) Approval of payment to Guides for Refreshments.
- f) Renewal of WALC Membership at a cost of £614.00 for 2019/2020.
- g) Review of Cemetery Fees 2019/2020. To consider whether it is necessary to increase current fees.
- h) To approve frequency of payments for Rights of Way Contractor.
- i) To discuss any Grant Applications received.
- j) To approve updating floral displays on the Green and in Ridge Lane to commemorate D-Day with the wording “D-Day 75 YEARS” at a proposed cost of £480.00.

#### 15 Cemetery and Maintenance around the Parish

- Update on Rights of Way Contract.

#### 16 Allotments

- Update on untaxed car.

#### 17 Date of next meeting- **Tuesday 23rd July 2019 at 7pm.**

Signed

Date

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