

TO: ALL MEMBERS OF THE PARISH COUNCIL

Dear Member,

NOTICE IS HEREBY GIVEN that an Ordinary Meeting of the **Colwall Parish Council** will be held in the **Jean Simon Room, Colwall Village Hall** on **Wednesday 24th May 2017** starting at **7.30 p.m.** and all **Councillors** are **summoned to attend**. The business to be transacted is set out in the agenda, which is detailed below.

A G E N D A

1. **Welcome and Apologies:** To consider the acceptance of apologies for absence from Councillors.
2. **Declarations of Interests:** Councillors are reminded of the need:
 - a. To update their register of interests.
 - b. To declare any Non-Disclosable Pecuniary Interests in items on the agenda and their nature.(Councillors may discuss this item, but may not vote on it)
 - c. To declare any Disclosable Pecuniary Interests in items on the agenda. (Councillors must leave the room for the item in which they have declared a Disclosable Pecuniary Interest, without making representations or voting).

<p style="text-align: center;">At this point the meeting will be adjourned to allow members of the public present to speak.</p>
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3. **Minutes:**
 - i) To consider the adoption of the minutes of the last meeting of the Parish Council.
 - ii) To consider the adoption of the minutes of the Annual Meeting of Colwall Parish Council held on the 3rd May 2017.
4. **Co-option of 1 new Councillor**

To consider an application received for the current vacancy.
5. **Progress Report**
 - i) S106 monies - Highways aspect - update from Councillor Stock.
 - ii) Neighbourhood Development Plan – update from Councillor Stock.
 - iii) Library working party – update.
 - iv) Brookmill Close Flooding – update from Councillor Stock.
6. **Financial Matters.**
 - i) To consider the Income and Expenditure to be processed for May 2017, as per the list to be issued at the meeting.
 - ii) To consider the F&GP recommendation to make a donation of £750 to the Malvern Hills AONB for their contribution to the Parish for the 2017/18 year.
 - iii) To consider a letter from the internal auditor for an increase in the fee to £295 (from £275) for the internal auditing of the Parish Council finances and accounts.
7. **Neighbourhood Development Plan working party.**

Councillors to volunteer for participation on this working party, and to appoint a lead.
8. **Correspondence for processing.**

To consider any correspondence received by the Clerk since the last meeting.

 - i) Clarification re the co-option of a Representative onto the Board of Ledbury CVS.

9. **Correspondence for Information.** To note the attached appendix of items that will be available for inspection at the meeting.
10. **Reports of Committees.**
 - i) To receive reports of the Planning & Development Committee held on the 26th April and the 10th May 2017.
9. **Representatives on Outside Bodies.** To receive reports from Councillors who have represented Council at meetings since the last Full Council meeting.
 - i) Councillor Rees visit to Chevenham with Fortis Living.
10. **Date of next meeting:**

To consider the date of the next Full Council meeting, this will be held on the 28th June 2017.

MEMBERS OF THE PUBLIC AND PRESS ARE CORDIALLY INVITED TO ATTEND THE MEETING.

Karen Davis – Clerk to Colwall Parish Council

Date 17/5/2017

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