

**The Annual Meeting of the Overbury and Conderton Parish Council will
take place at 6.00pm on Monday 15 May 2023 at Overbury Village Hall**

A G E N D A

*Note: DECLARATIONS OF ACCEPTANCE OF OFFICE TO BE SIGNED BY ALL COUNCILLORS
BEFORE THE START OF MEETING **Copies enclosed for completion prior to the Meeting***

1. ELECTION OF CHAIRMAN and Signing of Declaration of Office by Chairman
2. APOLOGIES FOR ABSENCE
3. ELECTION OF VICE CHAIRMAN
4. DECLARATIONS OF INTEREST
 - (a) Register of Disclosable Pecuniary Interests: Councillors are reminded of the need to complete/update their registers of interests.
 - (b) To declare any Personal interests in items on the agenda and their nature
 - (c) To declare any Prejudicial interests in items on the agenda and their nature
 - (d) Written requests for the Council to grant a dispensation are to be with the Clerk at least four days prior to a meeting.Councillors who have declared a Disclosable Pecuniary Interest, or another Disclosable Interest which falls within the terms of paragraph 12(4) of the Code of Conduct, must leave the room for the relevant items.
5. To review:
 - (i) the Council's Financial Management to ensure effective control during the year including budgeting, accounting records, bank reconciliations.
 - (ii) the Council's compliance with laws, regulations and proper practices.
 - (iii) the Council's proper provision of the opportunity for the exercise of electors' rights during the year according to the Accounts and Audit Regulations.
 - (iv) Assessment of the risks facing the Parish Council and adequacy of the external insurance cover.
6. Appointment of Councillors to represent the Parish Council on the following organisations:
 - (i) Overbury Village Hall Management Committee; (ii) Bredon Hill Conservation Group
7. TO APPROVE THE MINUTES OF THE MEETING held on 20 March 2023- *circulated with meeting papers*
8. PROGRESS REPORTS
 - (1) Councillor vacancies
 - (2) Coronation Lunch on Sunday 7 May
 - (3) Proposed Children's Play Area
 - (4) Road Closure in Conderton
9. WYCHAVON DISTRICT COUNCIL
Approval and Conditions for Conversion of Brake Cottage from residential use to form a flexible multipurpose function room; Wychavon Election Results; Consultation document ref the proposal to demolish existing dwelling and to erect 5 replacement dwellings with associated works.
10. WORCESTERSHIRE CALC (County Association of Local Councils)
Letter addressed to Councillors from Christopher Wayman, Executive Officer of Worcestershire CALC - *copy enclosed*
11. SOUTH WORCESTERSHIRE POLICE
Neighbourhood Watch Newsletters etc are regularly circulated to Councillors. Recently received from Neighbourhood Matters is an open letter from Chief Constable Pippa Mills entitled "Reforming the Police Service". Also circulated has been the May edition of "Our News" for Neighbourhood Watch supporters, and the Weekly Fraud Update from the West Mercia Economic Crime Unit.
12. SAFETY INSPECTION OF SPORTS FIELD
The Annual Safety Inspection report has been received from RoSPA.
13. FINANCE
 - (1) Balance brought forward from March meeting; Receipts and Payments transacted since the March meeting; Bills now due to be paid; Balance carried forward to next meeting. *Summary statement enclosed*
 - (2) Audit Procedure for year 2022/23.
10. CLERK'S REPORT ON URGENT DECISIONS SINCE THE LAST MEETING
11. COUNCILLORS' REPORTS AND ITEMS FOR FUTURE AGENDA
12. DATE OF NEXT MEETING

Signed: Date:
R.S. Long/Clerk to the Parish Council