



Dodderhill Parish Council

Councillors are summoned to an Extra-ordinary Meeting of the Parish Council at
6.00PM on Friday 13th September 2019
at Wychbold Village Hall, School Road, Wychbold, WR9 7PU

Press and public are cordially invited to attend

AGENDA

1. Apologies for absence

To receive apologies and to approve reasons for absence.

2. Declarations of interest

With reference to items on the agenda members are reminded of their responsibility to declare interests and to update their register of interests as required.

3. Dispensations

To consider any requests to the Clerk for dispensations from Members who have declared an interest but wish to stay in the meeting during that time to aid discussion/speak/vote.

ITEMS REQUIRING A DECISION

4. Minutes (*)

To resolve to accept the minutes from the Parish Council meeting on the 1st July 2019 as true record of the proceedings.

5. Co-option of new Member (*)

To consider an application from District Councillor Laurence Smith to join the Parish Council.

6. Policy Review Schedule (*)

To review the Social Media Policy in line with the Policy Review Schedule.

7. New Council Policies (*)

To consider the adoption of the following draft Council policies:

- (a) Complaints Procedure
- (b) Disciplinary Procedure
- (c) Grievance Policy and Procedure
- (d) Play Area Inspection Policy
- (e) Publication Scheme
- (f) Bullying and Harassment Policy

8. Finance (*)

To consider and agree the payment of the following:

(a) Clerk's Salary and Expenses 06/08 – 05/09 (already paid)	£1073.88
(b) HM Revenue and Customs (PAYE) (already paid)	£89.79
(c) Worcestershire County Council Pension Fund (already paid)	£354.26
(d) Mr B Addy Handyman (already paid)	£85.00
(e) SmartCut	£198.00
(f) Broad Street DIY	£3.77
(g) Worcestershire CALC	£30.00
(h) Access & Vision	£2116.80
(i) PF Littlejohn LLP (External Audit Fee)	£1200.00
(j) David Miles Gardening Services	£180.00
(k) Information Commissioner (Data Protection Fee) (DD)	£35.00
(l) To consider and approve the monthly budget monitoring report	
(m) To consider and approve the monthly bank reconciliation report	

9. Debt Recovery (*)

To consider the recovery of an outstanding invoice (#102/18) for £2,743.75 in relation to the re-claim of expenses paid on behalf of Wychbold Village Hall by Dodderhill Parish Council.

10. Legacy Fund Public Consultation (*)

To agree a draft questionnaire in relation to the Legacy Fund applications and an associated budget for printing and distribution.

(*) *Denotes that this item has an associated written report which may be attached with this Agenda, sent separately or made available at the meeting.*

Issued: 06th September 2019

Nick Farress

Clerk and RFO (Proper Officer of the Council)

