

The Minutes of the Annual Parish Meeting of Little Witley  
Held at Little Witley Village Hall at 8.45pm on Monday 13<sup>th</sup> May, 2019

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Present Cllr Paul Cumming (May 2018-May 2019 Chair) Cllrs Bexley, Cumming (Pam),  
Geach,Owen, Slater

In Attendance Kym Wild (Parish Clerk). Eight members of the Public.

The meeting was opened by the outgoing Chair Mr Paul Cumming and the first order of business was conducted.

**PC 19/39 Election of Parish Council Chair May 2019 to May 2020**

**IT WAS RESOLVED** that Councillor Paul Cumming act as the Chair of the Parish Council (May 2019 to May 2020)

Councillor Paul Cumming signed the Declaration of Acceptance of Office and Undertaking to Observe The Code Of Conduct of Little Witley Parish Council.

The Chair asked the Clerk if all Councillors present, having been duly elected, had signed their Acceptance of Office. The Clerk confirmed that all duly elected councillors had signed their Acceptance of Office.

**PC19/40 Apologies**

Cllr Kay Wilson

**PC19/41 Election of Vice-Chair May 2019 to May 2020**

The Clerk confirmed that Cllr Kay Wilson had advised prior to the meeting that she wished to stand for office of Vice-Chair.

**IT WAS RESOLVED** that Councillor Kay Wilson act as the Vice-Chair of the Parish Council (May 2019 to May 2020).

**IT WAS AGREED** that as Cllr Wilson was absent the Signature of the Declaration of Acceptance of Office of the Vice-Chair and Undertaking to Observe The Code of Conduct of Little Witley Parish Council would be deferred to the next meeting.

**PC19/42 Declarations of Interest and written request for dispensation**

No request had been made.

**PC19/43 Policies and Procedures**

**IT WAS RESOLVED** to adopt the Code of Conduct for Councillors (May 2019)

**PC19/44 Minutes of the 2018 Annual Meeting**

**IT WAS RESOLVED** to receive, approve and sign the Minutes of the Meeting of Council held on 14<sup>th</sup> May 2018. The minutes were duly signed by the Chairman.

**PC 19/45 Scheduling of Parish Council Ordinary Meeting Dates 2019 and 2020**

*Local Government Act 1972 (Sch 12, para 7, 8, 10 (1), 23 and 26 (1)).*

**IT WAS RESOLVED** that scheduled ordinary meetings of the Parish Council would take place in the main room of Little Witley Village Hall at 7.30pm on the following Wednesdays in 2019; 27<sup>th</sup> July, 25<sup>th</sup> September, 27<sup>th</sup> November

**IT RESOLVED** that scheduled ordinary meetings of the Parish Council would take place in the main room of Little Witley Village Hall at 7.30pm on the following Wednesdays in 2020; 22<sup>nd</sup> January, 25<sup>th</sup> March, 27<sup>th</sup> May

**IT WAS RESOLVED** that the Annual Meeting of the Parish of Little Witley take place in the main room of Little Witley Village Hall on Wednesday 27<sup>th</sup> May 2020. The Clerk was instructed to make the appropriate arrangements and to publish all meeting arrangements once confirmed with the venue booking officer.

**PC19/46 Scheduling of an Extraordinary Council Meeting**

**IT WAS AGREED** that convening this meeting be postponed until the internal auditor had completed his report. The Clerk was instructed to liaise with the Chair in order to call a meeting at the appropriate time.

**PC19/47 Councillor Responsibilities**

**IT WAS AGREED** to postpone this item until a later meeting.

**PC19/46 Finance**

Agreed Budget for the financial year 1<sup>st</sup> April 2019 to 31<sup>st</sup> March 2020.

**Noted**

**PC19/48 Planning**

19/00376/HP, Woodland Rise, WR6 6LL Householder Planning

**IT WAS AGREED** to support this application. The Clerk was instructed to inform the Malvern Hills District Council Planning Officer.

**PC19/50 Training**

Councillors were asked to contact the Clerk should they wish to be booked on any of the upcoming training sessions organized by WorcCALC and Tenbury Town Council.

The Clerk confirmed that she had commenced attending the CiLCA (Certificate in Local Council Administration) training sessions.

*The meeting was adjourned for Public Question Time*

The meeting was reconvened.

The Chair invited all present to enjoy light refreshments after the meeting was closed.

All business having been successfully transacted the meeting was closed by the Chairman at 9.08pm