

ELMLEY CASTLE, BRICKLEHAMPTON & NETHERTON PARISH COUNCIL

PARISH COUNCIL MEETING AGENDA

JANUARY 2024:

Clerk: Andrew Robinson, Elmley Meadow, Elmley Castle, WR10 3HW.

Notice is given of the meeting of Elmley Castle, Bricklehampton and Netherton Parish Council on

Thursday 4th January 2024 at 7.30pm

Elmley Castle Village Hall

Please note: Parish Council Meetings are audio recorded.

1. WELCOME, APOLOGIES FOR ABSENCE.

2. OPEN FORUM & ANY UPDATES FROM THE SAFER NEIGHBOURHOOD TEAM.

3. DECLARATIONS OF INTEREST REMINDERS:

- Councillors are reminded of the need to update their register of interests.
- To declare any Disclosable Pecuniary Interests in items on the agenda and their nature.
- To declare any other Disclosable Interests in items on the agenda and their nature.
- Written requests for the council to grant a dispensation (S33 of the Localism Act 2011) are to be with the Clerk at least 4 days prior to a meeting.
- Councillors who have declared a Disclosable Pecuniary Interest or any other Disclosable Interest which falls within the terms of paragraph 12(4) (b) of the Code of Conduct must leave the room for the relevant items.
- Failure to register or declare a Disclosable Pecuniary Interest may be a criminal offence.

4. DISPENSATIONS:

- (I) Cllr Maude, 1 year from 6th July 2023, The Riddings, Bricklehampton (discussion but no voting rights).
- (II) Cllr Bent, 1 year from 3rd August 2023, Land at Millend Racing Stables (discussion but no voting rights).
- (III) Cllr Martin, 1 year from 7th September 2023, Queens Public House (discussion but no voting rights).
- (IV) Cllr Lea, 1 year from 7th September 2023, Pendrils Pond (discussion and voting rights).

5. APPROVAL OF MINUTES:

- (I) Proposal to approve the draft Minutes of the Parish Council meeting of 2nd November 2023.

6. COUNTY COUNCILLORS REPORT.

7. DISTRICT COUNCILLORS REPORTS.

8. CLERKS UPDATES:

- (I) The Lengthsman is currently off on sick leave, his return date is unknown.

9. PROGRESS REPORTS (any updates to be given verbally by Councillors/Clerk):

(A) Flood Prevention – Cllr Stephens	(B) Highways – Cllr Burton	(C) The Riddings – All
(D) Lengthsman – Clerk	(E) Planning – Cllr Morrison	(F) Community Events – Cllrs Martin / Jupp
(G) Playground / ECCC – Cllr Bent	(H) Defibs – Cllr Gordon	(I) Wildflowers – Cllr Lea

10. FINANCES:

Bank balances as at 30th November 2023 - **£35,003.45**

- (I) Proposal to approve the receipts and payments listed below:

Receipts: Oct / Nov 23:

24/11/23	WCC – Lengthsman Sep 23	£192.00
29/11/23	Cash Payment Christmas 23 Raffle	£1,335.90

Payments: Oct / Nov 23:

02/10/23	A Robinson	Clerk Salary	£ 596.32
02/10/23	A Robinson	Clerk Home Office	£ 15.00
09/10/23	Smartcut	Grasscutting Sep 23	£ 144.00
09/10/23	HMRC	Employed Tax Jul Aug Sep 23	£ 400.40
09/10/23	Mr Jerry Strong	Wildflowers	£ 158.44
09/10/23	WDC	Election Charges 2023	£ 100.00
16/10/23	Lloyds Bank	Monthly Fee	£ 3.00
16/10/23	Lloyds Bank	Raffle Tickets	£ 51.60

16/10/23	Lloyds Bank	Ink Cartridges	£ 151.58
16/10/23	Steve Baker Services	Lengthsman Sep 23	£ 192.00
18/10/23	ICO	ICO Data Protection Annual Fee	£ 35.00
31/10/23	A Robinson	Clerk Home Office	£ 15.00
01/11/23	A Robinson	Clerk Salary	£ 596.32
08/11/23	Smartcut	Grasscutting Oct 23	£ 144.00
08/11/23	Sabre Electrical	Christmas Lights Installation	£1,400.00
08/11/23	Worcs CALC	CLlr Training Invoice 9282	£ 72.00
08/11/23	Elmley Castle Village Hall	Hall Hire 7th & 21st Sep 23	£ 16.25
16/11/23	Lloyds Bank	Monthly Fee	£ 3.00
16/11/23	Lloyds Bank	Amazon Wheel Barrow (Christmas 23)	£ 64.99
16/11/23	Lloyds Bank	Electromarket Snow (Christmas 23)	£ 40.00
16/11/23	Lloyds Bank	Worcs CC Crane Licence	£ 35.00
27/11/23	WDC	Dog Waste Bin Collections	£ 330.73
27/11/23	Mrs Jane Martin	Xmas 23 Expenses	£ 231.12
28/11/23	Worcs Pension Fund	Pension Contributions Oct 23	£ 195.66
28/11/23	Worcs Pension Fund	Pension Contributions Nov 23	£ 292.52
30/11/23	A Robinson	Clerks Home Office	£ 15.00

11. DECISIONS MADE BETWEEN MEETINGS (APPROVED DELEGATION SCHEME):

- (I) All planning decisions listed below.
- (II) To spend up to £20.00 postage on the return of the faulty snow machine owned by the Parish Council. This postage will be refunded on confirmation the machine is faulty.

12. BUDGET FORECAST / PRECEPT REQUEST 2024-25:

Proposal to approve the Budget forecast and Precept request 2024-25, a draft copy of the Budget forecast has been circulated to all members and is available from the Clerk on request.

13. PLANNING:

- (I) **W/23/02151/LB**, Elms Cottage, Elmley Castle. Replacement of rotten timbers and repair infill panels. **No objections submitted 8th November 23.**
- (II) **W/23/02279/HP**, The Old Smithy, Main Street, Elmley Castle. Two storey rear wing extension. **Objection submitted 7th December 23.**
- (III) **W/23/02307/HP**, Toad House, Bricklehampton. Construction of a detached double garage outbuilding with ancillary floorspace above. **No comments submitted.**
- (IV) **W/23/02343/HP**, Hall Farm House, Bricklehampton, Pershore. A proposed single storey side extension and alterations to door and window locations. **No comments submitted.**
- (V) **W/23/02275/LB**, 3 Poplars Farm Barns, Evesham Road, Bricklehampton. Replacement of doors and windows to south elevation. **No comments submitted.**

14. UTILITY POLES:

The Clerk to update the Council on residents complaints regarding the new utility poles installed on Cornmill Close and discuss any action the Council may want to take.

15. CLERK APPRAISAL:

Council to elect a working party to complete the Clerks performance review and delegate relevant authority.

16. CHRISTMAS EVENT 2023:

The Santa Parade, Christmas lights switch on and associated events were a big success. Brief breakdown of income / expenditure is as follows:

	Income	Expenditure	Profit
Budget	£850.00		
Agreed lights fitting	£1,400.00		
Raffle Income	£1,335.90		
Total Expenditure		£2,948.00	
Profit			£637.90

Proposal to add this profit of £637.90 to the requested £1,820.00 allocated in the Draft Budget Forecast for the 2024 Christmas event.

A more detailed income / expenditure has been circulated to all members and is available from the Clerk on request.

17. OTHER CORRESPONDENCE:

- Nothing further of note.

18. PROVISIONAL NEXT MEETING DATE (ALWAYS CHECK THE WEBSITE FOR CHANGES):

- Thurs 7th Mar 24

MEMBERS OF THE PUBLIC / PRESS ARE WELCOME TO ATTEND

A Robinson

A handwritten signature in dark ink, appearing to be 'A Robinson', written in a cursive style.