

ELMLEY CASTLE, BRICKLEHAMPTON & NETHERTON PARISH COUNCIL

MINUTES, JANUARY 2026

*From the meeting of Elmley Castle, Bricklehampton & Netherton Parish Council
on **Thursday 8th January 2026** 19:30 hours at Elmley Castle Village Hall.
It was fully accessible to the Public and Press.*

PRESENT: Cllr A Morrison (Chairman), Cllr J Maude (Vice Chairman), Cllr J Stephens, Cllr C Jupp, Cllr K Lewis, Cllr N Gevers, Cllr V Lockhart, Cllr S Bent, A Robinson (Clerk). 0 members of the public

1. WELCOME, APOLOGIES FOR ABSENCE:

Apologies received from, Cllr M Gordon, Cllr T Lea, Cllr A Burton, County Cllr A Hardman, District Cllr A Crump, District Cllr B Hardman.

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

No members of the public / Safer Neighbourhood Team not present.

3. DECLARATION OF INTERESTS:

The Chairman reminded all members of their responsibilities regarding declarations of interests.

4. DISPENSATIONS:

- (I) Cllr Bent, 1 year from 11/09/25, Land at Millend Racing Stables (discussion only, no voting rights).
- (II) Cllr Gevers, 1 year from 11/09/25, Land at Millend Racing Stables (discussion only, no voting rights).

5. APPROVAL OF MINUTES:

- (I) Cllr Bent proposed to approve the draft minutes of the Parish Council meeting of 6th November 2025, Cllr Stephens seconded the motion and all voted in favour.

6. COUNTY COUNCILLOR REPORT:

- Written report submitted by Cllr A Hardman (available from the Clerk on request).

7. DISTRICT COUNCILLOR(S) REPORT(S) – not present.

8. CLERK UPDATES:

- (I) All planning decisions listed below under 'Planning'.
- (II) Unity Bank Account 20520793 (set up for the Bess-tival event) has now been closed.
- (III) Enquiries with Barry Barnes at WCC regarding the proposal to site the VAS close to the entrance at Bricklehampton Hall. Barry has advised that the closest suitable site would be close to Shailer's Farm, however the Parish Council already has a licence for this location.
- (IV) Updates on the storm water leak outside Lea House.
- (V) Updates on Airband poles, Cornmill Close.

9. PROGRESS REPORTS:

- (A) **Flood prevention** (Cllr Stephens) – no updates.
- (B) **Highways** (Cllr Burton) – not present. Cllr Bent reported that she had received complaints about the rapid growth and size of the trees on Main Street. Enquiries are ongoing with Highways to establish if these trees can be pollarded.
- (C) **Lengthsman** (Clerk) – nothing to report.
- (D) **Wildflowers** (Cllr Lea) – not present.
- (E) **Planning** (Cllr Gevers) – item 15 refers.
- (F) **Community Events** (Cllr Jupp) – nothing to report.
- (G) **Playground / ECCC** (Cllr Bent) – item 19 refers.
- (H) **Defibs** (Cllr Gordon) – not present.

10. FINANCES TO 31st December 2025: Possible disclosable interest Cllr Bent.

- (I) Cllr Bent proposed to approve the receipts and payments listed below, Cllr Morrison seconded the proposal and all voted in favour.
- (II) Cllr Morrison proposed to approve the 3rd quarter accounts 2025-26, Cllr Lewis seconded the motion and all voted in favour. Accounts circulated to all members / available from the Clerk on request.

Bank Balances as at 31st December 2025 - **£46,383.62**

Receipts, Oct / Nov / Dec 25:

04/11/2025	WCC	Lengthsman Sep 25	£208.00
06/11/2025	WCC	Cllr Adrian Hardman Bess-tival Grant 2 of 2	£750.00

07/11/2025	Unity Bank	Unity Bank Manual Credit (Bess-tival AC Closure)	£0.40
18/11/2025	WCC	Lengthsman Oct 25	£208.00
08/12/2025	Mrs S Bent	Christmas 25 Raffle Income	£931.24
29/12/2025	WCC	Cllr Adrian Hardman Christmas 25 Event Donation	£200.00
31/12/2025	Unity Bank	Interest	£88.79

Payments, Oct / Nov / Dec 25:

01/10/25	A Robinson	Clerk Salary Sep 25	£ 715.79
14/10/25	Worcs Pension Fund	Pension contributions Oct 25	£ 240.51
14/10/25	Village Hall	Inv 1543 Sep 25 Meeting	£ 13.00
14/10/25	Smartcut Ltd	Inv 26753 Mowing Sep 25	£ 144.00
14/10/25	HMRC	Employer Tax Jul / Aug / Sep 25	£ 804.46
16/10/25	Lloyds Bank	Monthly Charge Card	£ 3.00
17/10/25	ICO	Data Protection Annual Protection	£ 47.00
23/10/25	Steve Baker	Lengthsman Sep 25	£ 192.00
28/10/25	Mr Jerry Strong	Wildflowers 2025	£ 94.44
30/10/25	A Robinson	Clerk Home Office Oct 25	£ 17.25
31/10/25	Unity Bank	Bank Service Charge	£ 6.00
03/11/25	A Robinson	Clerk Salary Oct 25	£ 715.79
03/11/25	Wychavon District Council	Road Closure Traffic Management Christmas 2025	£ 100.00
07/11/25	Unity Bank	Service Charge Payout (Bess-tival AC Closure)	£ 7.40
11/11/25	Steve Baker	Lengthsman Oct 25	£ 192.00
11/11/25	Worcs Pension Fund	Pension Contributions Nov 25	£ 240.51
17/11/25	Lloyds Bank	Charge Card Monthly Fee	£ 3.00
17/11/25	Lloyds Bank	Stubbs Tickets Raffle Tickets	£ 60.60
30/11/25	Unity Bank	Bank Service Charge (current account)	£ 6.00
31/11/25	Unity Bank	Bank Service Charge (Bess-tival account)	£ 6.00
01/12/25	A Robinson	Clerk Salary Nov 25	£ 715.79
01/12/25	A Robinson	Clerk Home Office Nov 25	£ 17.25
16/12/25	Lloyds Bank	Charge Card Monthly Fee	£ 3.00
16/12/25	Lloyds Bank	Electromarket (Snow Liquid)	£ 37.00
23/12/25	Worcs Pension Fund	Pension Contributions Dec 25	£ 240.51
23/12/25	Beaumont Traffic	Traffic Management Christmas 25	£ 420.00
23/12/25	Sabre Electrical	Christmas Lights Installation + supply replacement lights	£ 1,172.40
23/12/25	Smartcut Ltd	Grasscutting Oct 25	£ 144.00
23/12/25	Village Hall	Meeting November 25	£ 13.00
23/12/25	PATA	Payroll Oct / Nov / Dec 25	£ 37.35
30/12/25	A Robinson	Clerk Home Office Dec 25	£ 17.25
31/12/25	WDC	Dog Waste Bins Cleaning	£ 350.53
31/12/25	Steve Baker	Lengthsman Nov 25	£ 204.00
31/12/25	Unity Bank	Bank Service Charge	£ 6.00

11. BUDGET FORECAST / PRECEPT REQUEST 2026-27:

Cllr Morrison proposed to accept the draft Budget and set the 2026-27 Precept at £26,756.00, this equates to a Band D levy of £73.18 (an increase on the previous year of £6.70 per annum). Cllr Lewis seconded the motion and all voted in favour.

12. PARISH SOCIAL COMMITTEE / ELMLEY ENTERTAINS:

Cllr Maude proposed that the Council supports Elmley Entertains and donates the profit from Bess-tival (£2,410.75) to them for community use. This is once Elmley Entertains have a constitution and bank account. Cllr Maude also proposed that the Council consider annual Grant applications from Elmley Entertains on their own merits at the time of submission. These applications can be made up to £2,000 annually. Grant applications must be submitted in line with a new Grant Application Policy and via a new Parish Council Grant Application form, both of which will be brought back to Council for adoption at the next available opportunity. Cllr Stephens seconded the motion and all voted in favour.

13. CRICKET CLUB LEASE:

The Cricket Club lease expires on 18th September 2027. Cllr Morrison explained that he had had a brief discussion with the Chairman of the Cricket Club in regards to the renewal of the lease but nothing had been decided. Cllr Morrison asked the Clerk to distribute the lease to all members of the Council and this would be brought to a future meeting for further discussion.

14. PLAYGROUND / SECTION 106 FUNDING:

Cllr Morrison stated that the sub-committee would meet to discuss and report back to full Council.

15. PLANNING:

Item postponed to end of meeting.

16. CHRISTMAS PARADE 2025:

Cllr Bent provided a debrief of the Christmas 2025 event. It was reported the event income amounted to £1,595.00 and the expenditure amounted to £2,101.59 (including the purchase of new Christmas lights and associated electrician costs).

17. VAT BESS-TIVAL:

Limited options have been found on how to treat VAT on the Bess-tival event. The Clerk explained that the advice he had received from Worcs CALC was that the Council should consider appointing the Parkinson Partnership, at a cost of £300 plus VAT. They will then provide further assistance and guidance. Cllr Lockhart explained to Council that she found some HMRC guidance for local authorities and similar bodies (VAT note 749). Cllr Lockhart displayed this to the Council. The Clerk advised to Council that they follow the advice of Worcs CALC.

Cllr Morrison proposed that Council accept the guidance found by Cllr Lockhart, Cllr Maude seconded the motion and all voted in favour.

18. DOG WASTE BINS:

Cllr Stephens proposed to appoint Wychavon District Council to install a new dog waste bin close to Bricklehampton Church. The cost of the bin is as follows:

Bin £350.00
Fitting £22.41
Admin 20%
Emptying £81.14
Total excl. VAT £544.26.

Cllr Lockhart seconded the motion and all voted in favour. The Clerk will organise with WDC.

19. TREES:

Cllr Bent explained that the Barton Hyatt Tree Survey has only just been completed and has brought up advisory works. Quotes will now be obtained and a further extra-ordinary meeting will be required to approve the appointment of the contractor to carry out these works. The Survey is available to anyone interested via the Clerk.

20. PARISH EMAIL LIST:

Cllr Morrison proposed to support the idea of a parish email list and proposed that the Parish Council help advertise it's availability and signpost parishioners to it. It was made clear that this is not a Parish Council initiative and that it is being run by a group outside of the Parish Council and the Clerk would not be involved. It was also made clear that the group must adhere to GDPR. Cllr Bent seconded the motion and all voted in favour.

21. FIRST AIDERS:

The Parish Council discussed the idea of training members of the community to become official First Aiders but it felt that this would not be cost effective.

22. PARISH SOCIAL COMMITTEE 'ELMLEY ENTERTAINS':

Duplicate item. Item 12 refers.

23. GRASSCUTTING CONTRACT:

It was agreed that the contract for the grasscutting should be reviewed. Cllr Morrison and the Clerk will arrange for new quotes for a contract and bring back to Council in due course.

24. OTHER CORRESPONDENCE:

Nothing further of note.

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

A request to move the Parish Council meetings to a Monday evening in future was supported by the Council. The Clerk will liaise with the Village Hall booking secretary and establish availability for Monday evenings. Please check the website for updates on the date of the next meeting.

CLLR MORRISON LEFT THE MEETING DUE TO AN INTEREST IN THE FOLLOWING ITEM, CLLR MAUDE (VICE CHAIR) TOOK THE POSITION OF CHAIRMAN.

15. PLANNING: (POSSIBLE DISCLOSABLE INTEREST, CLLR MORRISON).

(I)W/25/01926/FUL, Nosterns Well, Netherton Lane, Netherton. Erection of five bay livestock building (retrospective). **No objections but comments submitted between meetings.**

- (II) **W/25/02264/HP**, 7 Besscaps, Elmley Castle. Two storey rear extension and new dropped kerb. **No objections submitted between meetings.**
- (III) **W/25/02766/LB**, Keepers Cottage, Hill Lane. Proposed single storey extension. **Cllr Maude proposed Council submit no objections, Cllr Stephens seconded and all voted in favour.**

2200 hours, meeting concluded.