

# ELMLEY CASTLE, BRICKLEHAMPTON & NETHERTON PARISH COUNCIL

## MINUTES, JULY 2026

*From the meeting of Elmley Castle, Bricklehampton & Netherton Parish Council  
on **Monday 20th July 2026** 19:00 hours at Elmley Castle Village Hall.  
It was fully accessible to the Public and Press.*

**PRESENT:** Cllr A Morrison (Chairman), Cllr J Stephens, Cllr C Jupp, Cllr K Lewis, Cllr N Gevers, County Cllr A Hardman, District Cllr B Hardman, A Robinson (Clerk). 0 members of the public

### **22. WELCOME, APOLOGIES FOR ABSENCE:**

Apologies received from Cllr V Lockhart, Cllr T Lea, Cllr S Bent, Cllr A Burton.

### **23. OPEN FORUM & ANY UPDATES FROM THE SAFER NEIGHBOURHOOD TEAM:**

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

### **24. DECLARATION OF INTERESTS:**

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

### **25. 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).

### **26. APPROVAL OF MINUTES:**

- (I) Cllr Morrison proposed to approve the draft minutes of the Parish Council meeting of 16<sup>th</sup> May 2026, Cllr Stephens seconded the motion and all voted in favour.

### **27. COUNTY COUNCILLOR REPORT:**

- Updates on the Local Government Reform – it has been announced that there will be a North and South Unitary.
- Drainage issue outside Lea House is still on track to be repaired during August this year.
- Grants available. Cllr Adrian Hardman offered to donate £500.00 to the Christmas event from his Local Member Divisional Fund.

### **28. DISTRICT COUNCILLOR(S) REPORT(S)**

- Grants are available from Cllr Beverley Hardman. Cllr Hardman stated she is expecting to be in a position to donate up to £5,000 across her wards, it was explained that Cllr Hardman covers 6 wards. Any ideas from the Parish Council should be submitted to Cllr Hardman.
- Grants are also available for a community building energy audit.
- Fines for offenders caught fly tipping will be increased from September 2026.

### **29. CLERK UPDATES:**

- (I) All planning decisions listed below under 'Planning'.
- (II) The decision was made to fell the dead tree on the Playing Fields, close to the cricket nets. The decision was made using powers in the Financial Regulations that allow the Clerk to make urgent financial decisions of expenditure up to £2,000.00. The cost of felling this tree was £500.00.
- (III) The new dog waste bin in Bricklehampton has now been re-sited after some confusion of the fitting location.

### **30. PROGRESS REPORTS:**

- (A) **Flood prevention** (Cllr Stephens) – silt traps to be replaced early Autumn at Pendrils Pond.
- (B) **Highways** (Cllr Burton) – Cllr Burton not present and nothing to report.
- (C) **Lengthsman** (Clerk) – nothing to report.
- (D) **Wildflowers** (Cllr Lea) – Cllr Lea not present and nothing to report.
- (E) **Planning** (Cllr Gevers) – item 34 also refers. Cllr Gevers has been researching further into the feasibility of a neighbourhood plan. Further research is required.
- (F) **Community Events** (Cllr Jupp) – **Incorporating Item 33** also:  
The Council felt it was unlikely that Elmley Entertains will be established in time to carry out the Santa Parade and Christmas event this year.

Cllr Morrison proposed that Council approve running this event in a similar manner to previous years but with alterations with regards to incorporating a Santa's grotto at the Village Hall. Cllr Morrison also proposed to approve and allocate £5,200.00 to the event. Cllr Gevers seconded the proposal and all members voted in favour.

(G) **Playground / ECCC** (Cllr Bent) – not present, no reports.

(H) **Defibs** (Cllr Gordon) – not present. Defib pads have been replaced.

### 31. FINANCES TO 30<sup>th</sup> June 2026:

(I) Cllr Morrison proposed to approve the receipts and payments listed below, Cllr Jupp seconded the motion and all voted in favour.

(II) Council noted that there was one overspend within the 2026-2027 Budget to date. This is an overspend of £7.69 on the insurance renewal for 2026-2027.

(III) Council noted that Cllr Jupp has independently verified the Bank Reconciliations for May 26 and June 26.

Bank Balances as at 30<sup>th</sup> June 2026 - **£51,527.29**

#### Receipts, May / Jun 26:

|          |            |                           |           |
|----------|------------|---------------------------|-----------|
| 27/05/26 | WCC        | Lengthsman Reclaim Apr 26 | £224.00   |
| 22/06/26 | HMRC VTR   | VAT Reclaim 25-26         | £1,549.37 |
| 30/06/26 | WCC        | Lengthsman Reclaim May 26 | £260.00   |
| 30/06/26 | Unity Bank | Interest                  | £79.16    |

#### Payments, May / Jun 26:

|          |                   |                                           |         |
|----------|-------------------|-------------------------------------------|---------|
| 01/05/26 | A Robinson        | Clerk Salary Apr 26                       | £715.99 |
| 18/05/26 | Steve Baker       | Lengthsman Apr 26                         | £208.00 |
| 18/05/26 | Ann Dobbins       | Internal Audit 25-26                      | £250.00 |
| 18/05/26 | Smartcut Ltd      | Grasscutting Apr 26 Inv 28234             | £288.00 |
| 18/05/26 | WCC Pension Fund  | Pension Contributions May 26              | £215.89 |
| 19/05/26 | Lloyds Bank       | Charge Card (Monthly Fee)                 | £3.00   |
| 31/05/26 | Unity Bank        | Service Charge                            | £7.00   |
| 01/06/26 | A Robinson        | Clerk Salary June 26                      | £715.79 |
| 01/06/26 | A Robinson        | Clerk Home Office June 26                 | £17.25  |
| 01/06/26 | WDC               | Annual Lottery Licence Fee                | £20.00  |
| 01/06/26 | BWP Creative Ltd  | Domain Renewal 18/6/26-18/6/27            | £36.00  |
| 01/06/26 | Zurich Insurance  | Insurance Renewal 1/6/26-31/5/27          | £624.13 |
| 01/06/26 | Wayside Nurseries | Shrubs / Perennials Village Plating       | £155.38 |
| 01/06/26 | Volha Lockhart    | Watering Cans Expenses from Home Bargains | £7.47   |
| 01/06/26 | A Robinson        | Fuel Expenses 2025                        | £48.60  |
| 16/06/26 | Lloyds Bank       | Charge Card (Monthly Fee)                 | £3.00   |
| 16/06/26 | Lloyds Bank       | Microsoft 365 Computer Software           | £84.99  |
| 16/06/26 | Lloyds Bank       | McAfee Virus Protection Software          | £114.99 |
| 18/06/26 | Smartcut Ltd      | Grasscutting May 26                       | £72.00  |
| 18/06/26 | Village Hall      | May Meetings                              | £13.00  |
| 18/06/26 | PATA Payroll      | Payroll Apr / May / Jun 26                | £40.35  |
| 18/06/26 | Steve Baker       | Lengthsman May 26                         | £240.00 |
| 18/06/26 | WCC Pension Fund  | Pension Contributions June 26             | £228.20 |
| 30/06/26 | A Robinson        | Clerk Home Office Jun 26                  | £17.25  |
| 30/06/26 | Unity Bank        | Service Charge                            | £7.00   |

### 32. POLICIES:

Council considered the following draft Policies and documents, all these draft items were circulated to members prior to the meeting and are available from the Clerk on request:

- (A) Disciplinary, grievance and home working policy.
- (B) Internal Controls Policy.
- (C) Reserves Policy.
- (D) LGPS Discretionary Policy.

Cllr Morrison proposed to adopt all four Policies, Cllr Gevers seconded the motion and all voted in favour.

### 33. SANTA PARADE AND CHRISTMAS EVENT 2026:

Subject discussed during item 30(f) above.

### 34. PLANNING:

- **W/26/01115/FUL**, Hall Farm Bricklehampton. Proposed agricultural building. **No objections submitted.**
- **W/26/1606/AGR**, Lower Field Barn, New Road. Steel framed agricultural building. **Decision Pending due 5<sup>th</sup> August.**

**35. FLOWER PLANTING EXPENSES:**

Cllr Jupp proposed to pay Wayside Nurseries £123.50 for the supply of various shrubs / perennials and compost. This will be taken from the 2026-27 £1,000.00 Budget for plants and planters, of which there remains £838.40 prior to this expense. Cllr Lewis seconded the motion and all voted in favour.

**36. OTHER CORRESPONDENCE:**

Nothing further to note.

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

- Monday 7<sup>th</sup> September 2026.

**CONFIDENTIAL (the following item was open only to PARISH CLLRS)**

**38. CLERKS ANNUAL APPRAISAL:**

The Clerks annual appraisal was circulated between meetings. Cllr Morrison proposed the Council accept this appraisal, seconded by Cllr Jupp and all Cllrs voted unanimously.

2010 hours, meeting concluded.