

TO MEMBERS OF GREAT COMBERTON PARISH COUNCIL

You are duly requested to attend the annual meeting of the Parish Council to be held on Wednesday 4th May 2022 in Great Comberton Village Hall, following the Annual Parish Meeting at 6.30pm

AGENDA

1. **Apologies for absence:** To receive apologies
2. **Declarations of Interest:**
 - a) Register of Interests: Councillors are reminded of the need to update their register of interests.
 - b) To declare any Disclosable Pecuniary Interests in items on the agenda and their nature.
 - c) To declare any Other Disclosable Interests in items on the agenda and their nature.
 - d) Written requests for the council to grant a dispensation (S33 of the Localism Act 2011) are to be with the clerk at least four clear days prior to a meeting.
Councillors who have declared a Disclosable Pecuniary Interest, or an 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.
3. **Election of Chairman and signing of declaration of acceptance of office**
4. **Election of Vice Chairman**
5. **Parishioners' comments**
Meeting adjourned for Public Question Time.
6. **Minutes:** To consider the approval of the minutes of meeting held on Wednesday 2nd March 2022.
7. **Progress reports:** for information
 - a. Lengthsman: *Any updates*
 - b. Highways: *Any updates received from BB*
 - c. Rooftop Housing: *To receive a report from Cllr Barnes*
 - d. War Memorial: *To receive an update on grant application process*
 - e. Broadband: *Any updates following Airband meeting 28.3.22*
8. **To note model Calc standing orders and approved financial regulations** (attached)
9. **To note the Code of Conduct** (attached)
10. **To consider and appoint Councillor roles**
11. **District and County Councillors' reports:** for information
12. **Planning**
13. **Finance**
 - a) Current Balances
 - b) To consider payments to be made as on the attached list
 - c) To approve and sign the Certificate of Exemption for the year ended 31 March 2022
 - d) Audited accounts & Annual Return: 31st March 2022
 - (i) Proposal to approve and sign Section 1: Annual governance statement (copy emailed)
 - (ii) Proposal to approve and sign Section 2: Accounting statements (copy emailed)
 - e) To agree the period of public rights to inspect the financial records of the Council, to commence on 14/6/21 – 23/7/21
 - f) Proposal to approve Parish insurance provision for the period June 1st 2022 - 1st June 2023
 - g) To note Nalc pay award increase 2021/22
14. **Consideration of Conservation Area Character appraisal**
15. **Queen's Jubilee celebrations**
16. **Correspondence for information:** To note the attached appendix of items
17. **Councillors' reports and items for future agendas**
18. **Date of next meeting:** To be agreed

Nicola Harding, Clerk to the Parish Council

Meeting Wednesday 4th May 2022
Detail Information as at 26th May 2022

Item 7, Progress reports	d) <i>War Memorial</i> : Method statement received from Worcester Stonemasons outlining description of work and sequence of events (Clerk has forwarded to WMT for checks). Proposed start date confirmed for 6/6/22; listed building consent still pending.																										
Item 12, Planning	<p>W/22/00199/HP: Yew Tree House Demolition of an existing garage and erection of a domestic outbuilding in its place – <i>approved</i>.</p> <p>W/21/01594/CU: Millcroft Proposed change of use of land for the siting of one shepherd hut for holiday accommodation – <i>appeal dismissed</i>.</p> <p>W/21/02587/FUL: Tibbetts Farm Construction of detached three-bed as approved under planning reference 19/00491/FUL (appeal ref. APP/H1840/W/19/3231777) to amend condition 2 – <i>approved</i>.</p> <p>W/22/ 00199/PP: Yew Tree House: Demolition of an existing garage and erection of a domestic outbuilding in its place – <i>approved</i>.</p> <p>W/22/00611/FUL: Lower End Farm Excavation of three ponds, a flood retention area and a ditch meander in two pasture fields. Removal of condition 3 on planning 21/02258/FUL – <i>decision pending</i></p> <p>W/22/00665/LB: War Memorial Replacement of stone shaft – <i>decision pending</i>.</p> <p>W/22/00740/HP: Pool House: Replace existing front porch with single storey extension (variation of condition 2 Ref: 21/00571/HP) - <i>decision pending</i>.</p>																										
Item 13, Finance	<p>a) Current Balances at 26th April 2022</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%;">Current Account:</td> <td style="text-align: right;">£3,011.33</td> </tr> <tr> <td>Business Premium Account:</td> <td style="text-align: right;">£1,770.50</td> </tr> <tr> <td style="text-align: right;">TOTAL</td> <td style="text-align: right;">£4,781.83</td> </tr> </table> <p>b) Payments to report:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%;">Salary (April)</td> <td style="text-align: right;">£275.82</td> </tr> <tr> <td>Expenses (April)</td> <td style="text-align: right;">£12.00</td> </tr> <tr> <td>BHIB PC insurance</td> <td style="text-align: right;">£130.33</td> </tr> <tr> <td>B Arrowsmith: Weed killer 22/23</td> <td style="text-align: right;">£70.00</td> </tr> <tr> <td>C Albutt: Internal audit fee 2021/22 accounts</td> <td style="text-align: right;">£55.00</td> </tr> <tr> <td>Worcs. Calc: annual subscription</td> <td style="text-align: right;">£212.74</td> </tr> <tr> <td style="text-align: right;">TOTAL</td> <td style="text-align: right;">£755.89</td> </tr> </table> <p><i>Income to report:</i></p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%;">Council Tax Support grant (i)</td> <td style="text-align: right;">£121.00</td> </tr> <tr> <td>Precept (i)</td> <td style="text-align: right;">£2,213.00</td> </tr> <tr> <td style="text-align: right;">TOTAL</td> <td style="text-align: right;">£2,334.00</td> </tr> </table> <p>c) To approve and sign the Certificate of Exemption for the year ended 31 March 2022 d) Audited accounts & Annual Return: 31st March 2022 (i) Proposal to approve and sign Section 1: Annual governance statement (ii) Proposal to approve and sign Section 2: Accounting statements e) To agree the period of public rights to inspect the financial records of the Council, to commence on 13/6/22 – 22/7/23 f) Proposal to approve Parish insurance provision for the period 1/6/22 – 31/5/23 g) To note Nalc pay award increase 2021/22 (emailed)</p>	Current Account:	£3,011.33	Business Premium Account:	£1,770.50	TOTAL	£4,781.83	Salary (April)	£275.82	Expenses (April)	£12.00	BHIB PC insurance	£130.33	B Arrowsmith: Weed killer 22/23	£70.00	C Albutt: Internal audit fee 2021/22 accounts	£55.00	Worcs. Calc: annual subscription	£212.74	TOTAL	£755.89	Council Tax Support grant (i)	£121.00	Precept (i)	£2,213.00	TOTAL	£2,334.00
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Wychavon DC	SWDP: the updated SWDP will not be published for consultation in July as scheduled, as work on key documents relating to development sites and infrastructure to support them is yet to be completed.																										
West Mercia Police: Community Charter	Confirmation of 3 community issues – PC contract with Local Policing Team: (i) Speeding (ii) Thefts (dwelling) (iii) Thefts (Farm)																										
Persnore Cabinet Review	Update received on the Persnore Area Review consultation findings and recommendations presented to WCC on 21 April 2022: in summary, it is recommended that Cabinet agrees a commitment in principle to support a collective change of age range to align schools in the Persnore Education Planning Area (EPA) to a single, two-tier (primary and secondary) system of education subject to funding being fully secured.																										
Wychavon Sport	£10 per event – entry packs have gone out to parish organisers.																										