

Meeting of Severn Stoke & Croome D'Abitot Parish Council

Wed 29th November 2023, 7.30pm
Croome National Trust Visitor Centre, SOQ room

Date of publication of this notice: 23rd November 2023

Councillors, Notice hereby given that a meeting of Severn Stoke and Croome d'Abitot Parish Council will be held on Wednesday **29th November 2023 at 7.30pm** at the SOQ room at Croome National Trust Visitor Centre. Lisa Stevens, Clerk & Resp. Financial Officer, 07950256363, severnstokeandcda@gmail.com



Scan for our website and to access all documents including this agenda

- The press and public are invited to attend to address councillors on matters concerning the parish (allotted point in the agenda), observe the meeting or inspect draft documents.
- Whilst social distancing is no longer in place, occasionally safety considerations may mean that we close the meeting and reschedule.
- The Register of Electors may be inspected by the Clerk to ascertain attendee residency.
- Names are recorded in the meeting minutes, unless individuals ask for this not to occur.
- With some restrictions, meetings may be filmed or recorded. We are happy to provide guidance on what is permitted. Advice should be sought in advance to avoid disruption.
- Persons attending this meeting can prior note the document 'Information provided at the beginning of each parish council meeting' (QR code to the right).



Scan with your phone to directly access the information provided at the beginning of each parish council meeting.

1	Points of order and to consider any apologies for absence. 4 Vacancies remain on this parish council. All eligible candidates would be warmly welcomed. Approach the Clerk for an application form and a pack explaining parish council duties and opportunities to contribute to our community.
2	Declarations of interest a. To note updates to Register of Interests/dispensations. Cllrs are reminded to update their register of interests. b. To declare Disclosable Pecuniary Interests relevant to agenda. Cllrs who have declared a Disclosable Pecuniary Interest/ other Disclosable Interest (para12(4)(b)Code of Conduct) must leave for the relevant items only unless a dispensation has been granted. c. To declare any Other Disclosable Interests relevant to the agenda. d. To declare any additions to the Register of Gifts & Hospitality. e. To consider written requests for the granting of a Dispensation (S33 Localism Act 2011). Motion to approve requests.
3	Minutes – to receive and consider approval of minutes of 27th September 2023.
4	Flood bund - Latest update available. <i>This represents a rearranging of the published agenda.</i>
The meeting will be adjourned for Open Forum (Public Question Time) Please refer to the notes on your seat for information about this section.	
5	Councillors' Reports – items presented for Motion and decision will be including in the next agenda, unless covered by a previous Motion, or previously Approved as part of the annual budget, or covered by the Delegation to the Clerk Policy. a. CCllr Martin Allen. b. DCllrs David Harrison and John Michael c. Kempsey Parish Council Guest welcomed to talk about 2024 D-Day celebrations.
6	2024/2025 Budget - Standing orders relaxed to allow public input. a. Proposal to retain unchanged the parish council precept at £9,870 in 2024/25. OR.... b. Proposal to increase the parish council precept by 2.5% in 2024/2025.
7	Planning and Enforcement - to consider and resolve to respond to the following applications or enforcement matters. a. Old Hills Footpath – Outstanding issue of regularisation of route. Matter has been in abeyance 21 years due to WCC Footpaths team's prioritisation system for DMMOs. b. <i>Standing Item:</i> To consider and as required, arrange an extra ordinary parish council meeting for planning applications received after date of publication of this agenda.

7	<p>Project updates - <i>Discuss and formulate Motions not requiring written notice.</i></p> <p>a. Defford Mill Signs. County Cllr M. Allen arranging via divisional fund. Motion of thanks. PC allocation £300 put back into general finances.</p> <p>b. High Green phone box - electrical testing progress.</p> <p>c. High Green noticeboard.</p> <p>d. Kinnersley Daffodils - spare bulbs decision for use.</p> <p>e. Damaged Litter Bins - A38 Clifton layby x 2. Update on insurance claim</p> <p>f. Bus shelter - Severn Stoke A38. Update on insurance claim.</p> <p>g. Knights Hill telegraph poles. - Site visit with H.Alcock, Wayleaves Specialist, Network Services National Grid. Confirmation received that none of the wooden telegraph poles on Knights Hill are the responsibility of the PC.</p> <p>h. Defibrillator - Grant outcome and next steps.</p> <p>i. Flood bund - Latest update available.</p> <p>j. Overgrown vegetation/hedges - Clifton and Severn Stoke village.</p> <p>k. Stonnall Close street light columns - structural test outcome. Urgent works advised by KIWA not relating to public safety.</p> <p>l. Knight's Hill – resident parking problems.</p>
8	<p>Parish Hall - <i>Discuss and formulate Motions not requiring written notice.</i></p> <p>a. General update including AGM.</p> <p>b. Parish Council and Hall Committee joint project to clarify Hall Constitution and charity purpose in light of demolition and medium-term continuation of lease pending negotiations with Savills. May include financial motions in relation to solicitor consultation fees not exceeding £1500 net as a guideline threshold for debate.</p> <p>c. To note that formal notice of demolition has been sent to the landlord St Monica Trust c/o Savills.</p>
9	<p>Other reports - <i>Discuss and formulate Motions not requiring written notice.</i></p> <p>a. National Trust</p> <p>b. Lengthsman</p>
10	<p>General Finance and Admin - <i>Discuss and formulate Motions not requiring written notice.</i></p> <p>a. To consider/motion to approve payment of accounts made in the previous month. App 1.</p> <p>b. To consider/ to approve payment of outstanding accounts this month 2023. App 2.</p> <p>c. To receive the latest bank reconciliation.</p> <p>d. Mph roundels A38 Severn Bank, Clerk advises that £300 (already allocated to the project) be put into reserve until any invoice (overdue by two months) is received from Highways in 2024.</p> <p>e. Biodiversity Policy Requirement. See appendix 3.</p> <p>f. Church funding. Levelling Up Bill is an amendment to the 1894 Act to allow other subsequent Acts to allow money to be spent. E.g., the 1957 Act will now allow the Council to spend money on church clocks and churchyard maintenance. Motion to amend current S137 policy to be used as a general grants policy through which such applications can be managed.</p> <p>g. Parish Council website and logo.</p> <p>h. Klinks parish magazine subscription.</p>
13	<p>Correspondence, dates for diary, items for future agenda.</p> <p>Cllrs may use this opportunity to report minor matters of info not included elsewhere on the agenda:</p> <p>- Carols at The Nash on Friday 1st Dec 2023 for The Friends of St Denys.</p> <p><i>Items for future agenda:</i></p> <p>- Spring 2024, High Green phone box, maintenance/refurbishment of.</p>
14	<p>Date of next meetings:</p> <p>- Wed 24th January 2024, 7.30pm (Croome SOQ room booked as of 16th Nov 2023)</p>

Appendix 1. Items already paid since last PC meeting:

(Approved under previous agenda or required payment under contract monthly)

08/10/2023	National Trust	Hire of NT S.O.Q Building annual	£210.00	£35 VAT
27/10/2023	Westcotex Ltd	VAS Kinnersley	£3,954.00	£659 VAT
18/10/2023	David Harrison	poppy wreath of £20 plus £30 donation	£50.00	0.00 VAT
18/10/2023	Mr Simon Bott	Lengthsman invoice Sept 2023	£284.95	0.00 VAT
18/10/2023	Mr Simon Bott	Parish Hall Mowing Sept 2023	£90.00	0.00 VAT
19/09/2023	MHDC	Election fee May 2023	£100.00	0.00 VAT
18/10/2023	WCALC	Training Chair	£36.00	£6.00
18/10/2023	PCC SEVERN STOKE	Church room hire 2023	£500.00	0.00 VAT
29/09/2023	Mr Simon Bott	Equipment support grant	£75.00	0.00 VAT
18/10/2023	Mrs Lisa Stevens	Expenses Oct 2023	£18.63	0.00 VAT
29/11/2023	Mrs Lisa Stevens	Clerk wage September. Standing order.	£311.84	0.00 VAT
22/11/2023	Mr Simon Bott	Lengthsman invoice Oct 2023	£286.70	0.00 VAT
27/10/2023	Npower (took over from EON)	Ums50028943, Street Lighting, Severn Stoke	£87.56	£4.17

Appendix 2. Items for payment in November outstanding:

KIWA Ltd	Inspection and Testing of Lighting Columns – Stonnall Close, Severn Stoke	Quote SL1571	£540 plus VAT
Mrs Lisa Stevens	Expenses Nov 2023		£16.00
Mrs Lisa Stevens	Clerk wage October 2023.		£311.84

Appendix 3. Biodiversity Policy Requirement

Section 40 of the 2006 Act, in force 1 January 2023, places a duty on all local authorities, including parish councils, to from time to time consider what action the authority can properly take to further the general biodiversity objective. The general biodiversity objective is the conservation and enhancement of biodiversity in England so all parish councils must take biodiversity into account in all their decisions and actions. The government has issued guidance on complying with the duty.

To comply with the guidance, town and parish councils could as a minimum:

- Have biodiversity as an agenda item for a meeting before the end of 2023.
- Note what action in respect of biodiversity is already taking place locally.
- Agree what further steps to take at this stage.

Such steps may include:

- Reviewing biodiversity or nature recovery plans already in place from other local authorities.
- Making contact with local voluntary groups working on nature conservation.
- Carrying out a biodiversity audit of council landholdings and/or the whole council area
- Gathering expert advice on possible actions in support of biodiversity.
- Drafting an action plan that covers action that the council will take itself as well as support for the actions of other local bodies.
- Ensure they address biodiversity concerns when commenting on planning applications.
- Create a biodiversity policy.

Source: CALC Update 23-10