

# H C P C

For And On Behalf Of  
**Hill Croome Parish Council**  
**Clerk - Michael Brooks**  
Vine Cottage Baughton Earls Croome WR8 9DQ

## To Members of Hill Croome Parish Council

You are duly summoned to attend the Ordinary Meeting of Hill Croome Parish Council to be held at Earls Croome Village Hall on Monday 27<sup>th</sup> January 2025 at 7.30pm.

### AGENDA

#### 1. Apologies

#### 2. Declaration of Interests

- a) Register of Interests: Councillors are reminded of the need to update their register of interests
- b) To declare any Disclosable Pecuniary Interest in the 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 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 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 a declare a Disclosable Pecuniary Interest may result in the commission of a criminal offence.

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**The meeting may be adjourned for Public Question time.**

*The time allocated is to be determined by the council/chairman. Residents are invited to give their views and question the parish council on issues on the agenda or raise issues for future consideration at the discretion of the Chairman. Members of the public shall not take part in the Parish Council meeting itself. This period is not part of the formal meeting and will not form part of the minutes.*

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#### 3. Minutes for the Council meeting held on Monday 18<sup>th</sup> November 2024 – To approve the minutes

#### 4. Policies and Procedures

- a. Finance Regulations 2024 (update) – consideration for adoption
- b. Civility and Respect Pledge – to be considered for adoption

#### 5. Finance - full reconciliation to include:

- i. **Expenses** since last meeting – *all signed off at previous meeting except*
  - a. Dog bin liners
- ii. **Receipts** since last meeting
- iii. **Annual Budget – 2025/26** Precept request agreed by Malvern Hills in the sum of £4280.00
- iv. **New website and Gov.uk Email** – Still awaiting update from the County Council. Proposal to create new website and Gov.uk email accounts to satisfy best practice.

**Chairman - Phillippe Smith**  
**Clerk - Michael Brooks**

**Contact Details:** email - [hillcroomepc@btinternet.com](mailto:hillcroomepc@btinternet.com) Telephone: 07764431249

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- v. **Defibrillator battery** – monitored regularly (*expected life span 3-4 years*)
  - vi. **Noticeboard refurbishment** - in hand
  - vii. **Power to Spend** – ‘quick’ review of spending powers
  - viii. **Councillor Finance Examination** – half-yearly by Cllr Eaton (17/01/2025)
6. **Planning** – update on current applications including:
- 1) Solar Farm proposals
  - 2) Meadow Close – committee hearing put back until February due an administration failure.
7. **Memorial Path** – update on the dropped kerb
8. **Lengthsman Contract 2025/26** – to confirm the reappointment and that the appointee is prepared to continue in post and contract to be raised prior to the new Financial Year - response awaited.
9. **April meeting** – along with usual business, to go through the Annual Return and agree the content prior to papers being submitted for Internal Audit. The signing off of the return to be at the Annual meeting in May, enabling the Auditor’s Report to be acknowledged and actions taken where appropriate. Clerk to complete papers and ensure the submission of the Exemption Certificate following the meeting.
10. **Other traffic matters** –
- i. signage on A4104 for hidden junction (Meadow Close)
  - ii. potholes / broken kerb edges
  - iii. bollards/signage on Stanks Lane
11. **Correspondence** – relating to the pavement opposite the Jockey, the dropped kerb and Highways
12. **District and County Councillor reports**
13. **Meeting dates** for 2025 – confirmed as follows -
- 7 April, 12 May, 21 July, 15 September and 17 November 2025.
14. **Other matters at the discretion of the Chair**

## Date of next meeting

Monday 7<sup>th</sup> April 2025

Signed: **M. Brooks**

Clerk to Hill Croome Parish Council

Chairman - Phillippe Smith

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