

SUCKLEY PARISH COUNCIL

Notice of Meeting

A meeting of Suckley Parish Council is to be held at the Parish Councils Playing Field Pavilion, Suckley, Worcester, WR6 5DE

Monday 14th April 2025 at 7.30 pm.

*Members of the public are invited to attend and in accordance with the parish council's Standing Orders may at agenda item 4, make representations, answer questions and give evidence at this meeting in respect of the business on the agenda.

During agenda item 4:

- i. the period designated for public participation shall not exceed fifteen minutes.
- ii. no member of the public shall speak for more than five minutes unless directed by the Chair of the meeting.
- iii. no question put shall require a response nor start a debate on the question.
- iv. the Chair of the meeting may direct that a written or oral response be given.

Whilst members of the public are welcome to stay in the meeting after agenda item 4, there is no opportunity for participation unless invited to do so by the Chair of the meeting.

Summons

Councillors are hereby summoned to a meeting of Suckley Parish Council to transact the business set out in the following agenda.

Signed: *L Cleaver*

Dated 8th April 2025

Lesley Cleaver

Clerk and Responsible Financial Officer.

Email: suckleypcclerk@hotmail.com

AGENDA

1. **Chair's welcome and to record apologies.**
2. **Declarations of Interests.** Members are reminded of:
 - (a) the statutory requirement to declare all matters relating to their Register of Interests regarding Disclosable Pecuniary Interests (DPI) and
 - (b) the requirement in the council's Members Code of Conduct to declare all Other Registerable Interests (ORI) and None-Registerable Interests (NRI) in matters to be considered in the meeting.When a councillor declares any type of interest, they must leave the meeting when that matter is discussed unless granted a dispensation by the council.

3. Consideration of any request for a dispensation.

Should any councillor declare any of DPI, ORI, NRI, they may apply for a dispensation which must be in writing and provided to the Clerk before the meeting starts, stating the nature of the interest and asking to be allowed to (a) stay in the meeting, or (b) stay and speak, or (c) stay, speak and vote.

The council is required to decide whether to allow the dispensation request, depending on the nature of the subject and the likely impact on public perception.

4. Public Participation

(a) * Please refer to the notes above. Speakers will be asked to give their name to the meeting, however comments made will be anonymised and summarised in the ensuing minutes.

(b) Public presentation(s) Planning (if on the agenda) (including planning applications representatives)

- (1) The Council Chair will ask the applicant/s or their representatives (if present) to put forward any points they wish to make regarding their application
- (2) Other parishioners are then invited to put forward their comments
- (3) The applicant/representative then has the opportunity to respond to any points raised if he/she wishes to do so

(c) To receive a report from and ask questions of County Councillor Cllr Karen Hanks

(d) To receive a report from, and ask questions of District Councillor Sarah Rouse

(e) To receive a report from, and ask questions of District Councillor Peter Whatley

(f) School report Cllr Helen Philpotts

5. TO APPROVE AND SIGN THE MINUTES of the meeting held 10/03/2025 as a true and accurate record, draft minutes issued to all councillors 16/03/2025 and made available online.

6. POLICY DOCUMENT INTERNAL/EXTERNAL

Reserves policy, ear marked and general.

7. PLANNING – MHDC

(a) Nothing at the time of issue.

(b) Decisions (for information only).

M/24/01436/HP The Crest, Crews Hill, Alfrick, Worcester, WR 6 5HF.

Extension and refurbishment of the existing house, together with replacement garage. **Approved** 11th March 2025

M/25/00109/FUL. Suckley Primary School, Church Lane, Suckley, WR6 5DE
Single storey classroom extension. **Approved** 11th March 2025

M/25/00153/HP Hillview, Suckley, Worcester, WR6 5ED
Single storey rear extension (incorporating existing studio). **Approved** 11th March 2025

8. PLAYING FIELD WORKING GROUP (PFWG)

(a) **Report** from the last meeting of the PFWG- nothing to report at this meeting.

- (b) **To discuss the “Shadow Budget”** .- nothing to report at this meeting.
- (c) RoSPA report for consideration.(Plus Cllr Jews Concerns 23/4-Large Climbing Frame- plywood platform delaminating around mounting bolts, See saw – in need of a coat of paint).
- (d) Quotes will be required (as per the RoSPA report) to be considered and Agreed appropriate.
- (e) Hire agreement, form for consideration as circulated.
- (f) Hire rates for consideration.
- (g) **Pavilion Appraisal.** To consider the report and recommendations following the appraisal of the pavilion by Community First and grant opportunities.
 - G1 Play area: to consider replacing with up to date equipment
 - G2 Play area: to consider “water risk” signage
 - G3 Pavilion: to consider upgrading to an electric hand dryer for ease of management.
 - G4 Pavilion: to consider undertaking a fire risk assessment £300 plus vat
 - G5 Pavilion: to consider having an alternative fire exit and signage of exits no more than £1000 plus vat
 - G6 To consider membership to Community First network for access to online information £10 per annum
 - G7 Roll out pavilion upgrades, boarding for the all weather pitch and new play equipment into a single project, budget to be added to the village precept, spread across 20 years very little cost per household
 - G8 To apply to MHDC for grant funding
 - G9 to consider other grant options, National Lottery, Sports England, Severn Trent, Platform Housing, Festival housing.
 - G10 Grant applications to be undertaken by for example the clerk

9. **REPORTS**

- (a) **Footpaths.** To receive any update from Cllrs Lewis and Philpotts.
- (b) **Clerks.** Details as circulated.

10. **COMMUNITY - PROJECTS/ITEMS FOR DISCUSSION/UPDATE**

- (a) **Mobile Phone Mast** (Atlas Tower Group) to consider any further update.
- (b) **Neighbourhood Plan** to consider the email (3rd April 2025) from Andrew Ford, Planning Officer (Policy), Malvern Hills and Wychavon District Councils. The need to prepare a brief report for the council's Executive Committee on 17th June 2025, moving this project forward.
- (c) **Defibrillators**
 - (c1) Roll out update by Cllr Mansell
 - (c2) Defibrillator purchase to be considered following the successful grant award (£2500) by Worcestershire County Council (iPad SP1 fully automatic with cover)
- (d) **MHDC Community Recognition Scheme.** To consider this scheme and propose a suitable candidate.

- (e) **Summer Event.** To consider a summer event for more community engagement. £350 incidental costs, net cost £100, general funds budget consideration. Possible alcohol license. Details as circulated.

11. GRANT APPLICATIONS TO BE CONSIDERED

11 a Defibrillator grant, application form for submission to Worcestershire County Council as terms of funding to be considered.

11 b Grant application to the Football Foundation (75%) for a pair of junior goals, (25%) funded by the parish council to a maximum amount of £400 plus vat. Details as circulated. Playing field budget consideration.

12. RATES REDUCTION CONSIDERATION

To receive an update following the application made to MHDC.

13. FINANCE –

- (a) To review the bank reconciliation to the end of February 2025, to receive any comments
- (b) To review the budget v actual figures to the end February 2025, to receive any comments
- (c) To review the findings (request made March meeting). How the councils reserves of £37,757 at 1/4/2023 had dramatically changed.
- (d) To receive an update with regards to the Football Foundation grant application, (request made at March meeting). What had happened to the grant applied, why had it been turned down.
- (e) To review defibrillator pads renew quotes.
- (f) Asset Register consideration for valuation purposes.

(g) APPROVAL OF PAYMENTS

To **RESOLVE** to agree the following payments two signatures required

Playing Field account:

£ 54.00 Cheque 0298	MHDC. Rates due 1 st May 2025 Pavilion
£ 96.00 Cheque 0299	RoSPA Play Safety, Annual Inspection (po2503)

General funds account

£645.95 Cheque 1185	L Cleaver clerks March 2025 salary
£ 28.91 Cheque 1185	L Cleaver clerks expenses March 2025
£342.00 Cheque 1186	R Wilks Lengthsman work February & March 2025
£504.63 Cheque 1187	HMRC final quarter
£130.00 Cheque 1188	Marion Griffiths payroll admin April 2024 to March 2025

(h) PLAYING FIELD ACCOUNT

To note direct debit payments taken. Water Plus £11.65 February 2025

(i) PARISH COUNCIL GENERAL ACCOUNT

To note, automatic monthly receipts, February 2025, St. Johns Football Club £130.00, bank interest £16.96 both February 2025

- 14. CONTRACTOR RENEW CONSIDERATION**
Internal auditor appointment
- 15. PRECEPT CONCERNS**
To consider an email from a parishioner with regards the council's precept (sent to all Cllrs 14th March 2025), a reply to be formulated.
- 16. MEETING DATED**
Meetings dates to be agreed to the end of April 2026 (lottery requirement).
- 17. TO RECEIVE REPORT OF PARISH COUNCILLORS**
Each councillor is requested to use this opportunity to report minor matters of Information not included elsewhere on the agenda. Councillors are respectfully reminded that this is not an opportunity for debate or decision making.
- 18. MEMBERS TO RAISE ISSUES FOR DISCUSSION AT THE NEXT MEETING**
Three year forecast

SUCKLEY PARISH COUNCIL MEMBERS: _
Cllr Richard Lewis Chair, Cllr Simon Jew, Cllr Andrew Mansell, Cllr Howard Ormerod, Cllr Helen Philpotts, Cllr Rebecca Roper.