

# **RUSHWICK PARISH COUNCIL**

YOU ARE DULY SUMMONED TO ATTEND THE NEXT MEETING OF  
RUSHWICK PARISH COUNCIL TO BE HELD ON  
WEDNESDAY 14 MAY 2025 AT 7.00 PM TO CONCLUDE NO LATER THAN 7.55PM  
AT RUSHWICK VILLAGE HALL

*Sharon Dunn*

Clerk & Responsible Financial Officer

Tel: 07815 468928

1 May 2025

## **A G E N D A**

1. Election of Chairman plus (signing of Declaration of Acceptance of Office).
2. To appoint by councillor vacancies by co-option - Please note there are 2 vacancies available
3. Election of Vice - Chairman plus (signing of Declaration of Acceptance of Office)
4. Apologies: To receive apologies and approve reason for absence
5. Declarations of Interest
  1. Register of Interests: Councillors are reminded of the need to update their register of interests.
  2. To declare any Disclosable Pecuniary Interests in items on the agenda and their nature.
  3. To declare any Other Disclosable Interests in items on the agenda and their nature

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 item/s unless a Dispensation has been granted. Failure to register or declare a Disclosable Pecuniary Interest may result in the commission of a criminal offence.

6. To Consider written requests from Councillors for the Council to Grant a Dispensation (S33 of The Localism Act 2011) written requests to be with the clerk prior to the meeting

The meeting will be adjourned for Public Question Time

The time allocated is at the discretion of 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 may not take part in the Parish Council meeting itself.

Notes will be appended to the minutes.

7. To elect / appoint the following Officers/representatives: -
  1. Village Hall Committee: Cllr Griffin-Blugher
  2. Footpath Officers: Cllr Williams
  3. Report on Play Area: Cllr Hemsworth
  4. School Representative report: Position Vacant
  5. Speeding Issues & Crime Prevention Update: Vacant
8. To appoint members to the following: -
  - a) Staffing Committee
  - b) Planning Committee
    - (i) To grant delegated powers to the Planning Committee for submission of planning comments
9. Minutes: To consider the adoption of the minutes of The Parish Council meeting of 09.04.2025
10. Progress Reports: Matters arising from previous minutes and review of Action Plan

11. Parish Lengthsman Scheme: Update
12. Finance
  1. Proposal to renew insurance from 01.06.2025 - 31.05.2026
  2. To authorize payment of accounts as per schedule
  3. Proposal to continue with existing bank signatories and to update letter to HSBC allowing the Clerk to receive full information and transfer funds between all HSBC Accounts held under the name of Rushwick Parish Council - Updated letter for bank purposes
  4. Monthly Budget Monitoring to 31.03.2025 - For Information Only
  5. VAT Recovery 2024/2025 reclaimed £25090.47 - For Information Only
  6. Annual Internal Audit Report 2024/25 - For review
  7. **Annual Governance and Accountability Return (AGAR) 2024/25 Part 3**
    - a. Proposal to approve and sign Section 1 - Annual Governance Statement 2024/25
    - b. Proposal to approve and sign Section 2 - Accounting Statements 2024/25
  8. Proposal to engage an Internal Auditor for 2025/26 with Terms of Reference.
13. Proposal to review NALC Standing Orders and Financial Regulations.
14. Reports from representatives: To receive an update
  1. Report from Village Hall Committee: Cllr Griffin-Blugher
    - a. Update on the transfer of ownership status
  2. Footpath Officers report: Cllr Williams
  3. Report on Play Area: Cllr Hemsworth
  4. School Representative report: Position Vacant
  5. Speeding Issues & Crime Prevention Update: Vacant
  6. Status Update Litter Bins: Cllr Staff
15. Proposal to accept dates of Parish Council meetings for 2025/2026  
Please note Parish Council meetings take place on the second Wednesday of each month at 7.30pm at Rushwick Village Hall with the exception of August and December where no meetings are held.
16. Planning: ***Cllrs are reminded to view MHDC website for full details***  
To consider the Planning Applications listed below plus any others received before this meeting notified after the agenda has been compiled.  
  
Application No: M/25/00459/OUT  
Location: Severn House, Bromyard Road, Crown East  
Proposal: Outline application for a development of nine Class E(g) (i, ii and iii) business units with details of access, layout and landscaping submitted for consideration.  
  
Application No: M/25/00603/HP  
Location: Morar, Broadmore Green, Rushwick, Worcester, WR2 5TE  
Proposal: Single storey side extension and detached garage (variation of condition 2 Ref M/24/00604/HP)
17. Correspondence for Information: Circulated by the Clerk
  1. To consider request from Rushwick and Upper Wick Garden Club, to plant a tree in memory.
  2. Ward Budget 2025-2026 - Application Form & Guidance
18. Councillors' reports and items for future agendas
19. **Date of Next Meeting - Wednesday 11 June 2025 at 7.30 pm at Rushwick Village Hall**