

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 9th June 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 3rd June 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 Christopher McSweeney

(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 Annual Parish Council Meeting held 12/05/2025 as a true and accurate record, draft minutes issued to all councillors 16th May 2025 and made available online.

6. PLANNING – MHDC

(a) Nothing at the time of issue.

(b) Decisions (for information only) nothing at the time of issue.

7. PLAYING FIELD WORKING GROUP (PFWG)

(a) **Report** from the last meeting of the PFWG to include - Cllr Ormerod - lottery draw update

(b) **To consider Cllr Jews quotes** for plywood for the children's platform delaminating around the mounting bolts.

(c) **Quotes for signage** to be considered (water hazard) by the brook. (See notes below)

(d) **Hire agreement form** for consideration for the sports facilities and pavilion, by Cllr Mansell details as circulated.

(e) **Flowers.** As a thank you to M Cairns with regards promoting the councils Lottery. Up to the value of £25 from the playing field account.

- (f) **New electricity tariff for the pavilion Cllr Mansell.** (Current business agreement ends 20th June 2025)

8. REPORTS

- (a) **Chairmans.** Notes as below.
- (b) **Clerks.** Details as circulated.
To consider points marked in red.
(b1) To contact Chris McSweeney with regards possible funding support
(b2) To progress the free of charge CPR and defibrillator training

9. COMMUNITY - PROJECTS/ITEMS FOR DISCUSSION/UPDATE

- (a) **Summer Event.** To receive an update from this working party
- (b) **Extra Waste Bin Consideration** raised by a member of the public Cllr Ormerod
- (c) **Trauma Kit Cabinet** – purchase & location. Details as circulated. Cllr Mansell
- (d) **Thank you letter.** For the councils FB administrator to be considered.
- (e) **Have your say.** Reply required. MHDC survey “Government Reorganisation” notes as below.

10. GRANT APPLICATIONS FOR CONSIDERATION

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. Only to be applied if 100% grant could not be obtained. Update by Cllr Roper

11. CO-OPTION

To consider the co-option of Damian Clark. (Co-option policy as circulated ahead of the meeting).

12. FINANCE –

- (a) To review the bank reconciliation to the end of April 2025, to receive any comments
- (b) To review the budget v actual figures to the end of April 2025, to receive any comments
- (c) Asset Register consideration for valuation purposes Cllr Mansell & Ormerod
- (d) Three years forecast (as circulated)
- (e) **APPROVAL OF PAYMENTS**
To **RESOLVE** to agree the following payments two signatures required

Playing Field account:

| | | |
|---------|-------------|---|
| £ 54.00 | Cheque 0304 | MHDC. Rates due 1 st July 2025 - Pavilion |
| £150.00 | Cheque 0305 | June lottery – Cllr Ormerod to be reimbursed. |
| £150.00 | Cheque 0305 | July lottery – Cllr Ormerod. |
| £ 95.85 | Cheque 0306 | Cllr Philpotts replacement chq 296 Oct 2024 not presented |
| £220.00 | Cheque 0307 | Smartcut. Football pitch only cut and let fly 14/4 & 29/4 |
| £110.00 | Cheque 0307 | Smartcut. Football pitch only cut and let fly 12/5 |
| £110.00 | Cheque 0307 | Smartcut. Football pitch only cut and let fly 29/5 |

General funds account

| | | |
|---------|-------------|----------------------------------|
| £645.85 | Cheque 1195 | L Cleaver clerks May 2025 salary |
|---------|-------------|----------------------------------|

| | |
|---------------------|--|
| £ 54.06 Cheque 1195 | L Cleaver clerks May 2025 expenses |
| £ 84.00 Cheque 1197 | Duffy Regan, internal auditor work 2024/2025 |
| £130.00 Cheque 1198 | Transfer to the playing field account ref St. Johns Football |

(f) PLAYING FIELD ACCOUNT

To note, direct debit payments taken April 2025. Water Plus £11.65 & EDF £48.82

(g) PARISH COUNCIL GENERAL ACCOUNT

To note, automatic monthly receipts April 2025, St. Johns Football Club £130.00, bank interest £16.26 . To note that the £130 into this account from St Johns Football club to be transferred into the playing field account as noted above.

(h) EAR MARKED RESERVES. To make the following reserve - Playing field lottery £2700 (notes below)

13. AGAR (Annual Governance and Accountability Return 2024/2025)

(a) To agree to declare the council exempt from completing the annual return for a limited assurance review. To complete the Certificate of Exemption as the smaller authorities annual gross income and expenditure did not exceed £25,000 and met the qualifying criteria.

(b) To review the Annual Internal Audit Report

(c) To agree and approve section 1 Annual Governance Statement (page 5)

(d) To review and approve section 2 Accounting Statement (page 6)

(e) To make the above documents, and others (notice of inspection) under the Transparency Code for Smaller Authorities, public by posting on the councils website.

14. 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.

15. MEMBERS TO RAISE ISSUES FOR DISCUSSION AT THE NEXT MEETING

16. CONFIDENTIAL MATTERS

The Council may resolve to close the meeting to members of the public in order to discuss matters relating to confidential matters such as contacts, legal action staffing, as allowed by the Public Bodies (Admission to Meeting) Act 1960

17. TO CONSIDER A REPLY TO DOCUMENT MARKED IN CONFIDENCE FROM A MEMBER OF THE PUBLIC

This item deferred from May meeting in order to give the Clerk and Councillors further time to consider the seven page document.

SUCKLEY PARISH COUNCIL MEMBERS: _

Cllr Richard Lewis Chair, Cllr Simon Jew, Cllr Andrew Mansell, Cllr Howard Ormerod, Cllr Helen Philpotts, Cllr Rebecca Roper.

NOTES

7 (c) Signs, these vary from a ridge plastic of 1.2mm to 3mm thick or 3mm aluminium composite. Yellow to be the default colour for cautionary signs. Oblong warning sign or triangle available “Danger shallow water” marking. Prices vary from a £5 plus delivery up to £22.00 for 3mm aluminium composite. Sign drilled or screwed.

8 (a) Chairman’s Report

Following a discussion with the Fire Brigade. (exit door, visit not required & risk assessment.)

Following a discussion with the Lengthsman, his rate per hour for this financial year..

9 (e) Survey

Recommended to replace councils with two unitary councils.

Post the survey on the councils Facebook page for members of the public to see.

12 (h) Ear marked reserves calculation:. Lottery receipts £4500. Cash prizes £150 per draw x 12 months = 1800 = net profit £2700 to be ear marked reserved on the playing field account for the improvements to the playing field .