

BENTLEY PAUNCEFOOT PARISH COUNCIL

Clerk & RFO To The Parish Council: Clare Wood

Tel: 07986 321941 Email: bentleypauncefoot@gmail.com

To: Members of Bentley Pauncefoot Parish Council

15 May 2025

You are duly summoned to attend the next Ordinary Meeting of Bentley Pauncefoot Parish Council to be held following the Annual Parish Council Meeting on Tuesday 20 May 2025 in the Village Hall.

Democratic 10 Minutes / Public Question Time:

Members of the public / press are invited to give their views and question the Parish Council on issues on this agenda or raise issues for future consideration at the discretion of the Chairman, before the start of the Parish Council meeting. Members of the public may not take part in the Parish Council meeting itself.

AGENDA

1	Apologies	To receive apologies and to approve the reason for absence.
2	Minutes and Actions	To consider the adoption of the Minutes of the Ordinary Meeting of the Council held on Tuesday 18 March 2025 and status of actions arising from those meetings.
3	Declarations of interest	
	a)	To declare any Disclosable Pecuniary Interests in items on the agenda and their nature.
	b)	To declare any Other Disclosable Interests in items on the agenda and their nature.
	c)	Written requests to the clerk to grant a 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 another 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 declare a Disclosable Pecuniary Interest may result in the commission of a criminal offence.
4	Police / SNT Update	
5	Village Hall Update	
6	Footpaths update	
7	CALC - Issues / updates	
8	Road safety campaign – updates	
9	Social Media	
10	Planning & Consultations	
	a)	Foxlydiate Working party Updates / issues.
	b)	25/00533/REM – Approval of Reserved Matters – Land to the West of Foxlydiate Lane and Pumphouse lane, Bromsgrove Highways, Bromsgrove, Worcestershire - Reserved matters application for the erection of 222 dwellings to include details of appearance and landscaping, layout, internal roads and scale of development pursuant to the approved hybrid planning permission (Ref: 16/0263) at land at Foxlydiate Lane and Pumphouse Lane, Webheath, Redditch ("Foxlydiate"). Reserved Matters application for the landscaping at Parcel 9 for development pursuant to the approved hybrid planning permission (Ref: 2016/077/OUT) at land at Foxlydiate Lane and Pumphouse Lane, Webheath, Redditch ("Foxlydiate") (consultation expired; Parish Council's response submitted)

	c)	Bentley Pauncefoot Governance Review Update The Parish Council to be updated on the response to date and council to discuss progress.																																					
11	Finance																																						
	a)	Bank reconciliation – Councillors to receive the bank statements and corresponding bank reconciliations for the periods to end of March 2025 and end of April 2025.																																					
	b)	Year-end bank reconciliation – Councillors to receive bank reconciliation for the period 1 April 2024 to 31 March 2025.																																					
	c)	<p>The following invoices to be approved for payment by the Parish Council. Once approved the Clerk will add payments using online banking, to be authorised by one Councillor:</p> <table><tr><th>Invoice</th><th>Number</th><th>Amount</th></tr><tr><td>Worcestershire CALC Annual Subscription</td><td>9695</td><td>£358.11</td></tr><tr><td>Internal Audit Invoice (Ruth Mullett)</td><td></td><td>£200.00</td></tr><tr><td>Clerks Salary (April and May 2025)</td><td></td><td></td></tr></table> <p>The following invoices were approved for payment by the Parish Council prior to the meeting on 20 May 2025, outside of the Parish Council meeting (and included on the Agenda and in the Minutes for retrospective approval by full council):</p> <table><tr><th>Invoice</th><th>Number</th><th>Amount</th></tr><tr><td>C Cooke Lengthsman</td><td>6690</td><td>£287.10</td></tr><tr><td>C Cooke Lengthsman</td><td>6691</td><td>£359.10</td></tr></table> <p>The following payment was made by direct debit on 22nd April 2025</p> <table><tr><th>Invoice</th><th>Amount</th></tr><tr><td>HMRC</td><td>£243.00</td></tr></table> <p>The following payment will be made by direct debit on 22nd July 2025</p> <table><tr><th>Invoice</th><th>Amount</th></tr><tr><td>HMRC</td><td>£81.00</td></tr></table> <p>The following payments have been received into the Parish Council’s bank account:</p> <table><tr><th>Invoice</th><th>Amount</th></tr><tr><td>Bromsgrove District Council (1st half precept)</td><td>£4,862.00</td></tr><tr><td>WCC (Lengthsman)</td><td>£538.50</td></tr><tr><td>WCC Councillor Taylor</td><td>£918.00</td></tr></table>	Invoice	Number	Amount	Worcestershire CALC Annual Subscription	9695	£358.11	Internal Audit Invoice (Ruth Mullett)		£200.00	Clerks Salary (April and May 2025)			Invoice	Number	Amount	C Cooke Lengthsman	6690	£287.10	C Cooke Lengthsman	6691	£359.10	Invoice	Amount	HMRC	£243.00	Invoice	Amount	HMRC	£81.00	Invoice	Amount	Bromsgrove District Council (1 st half precept)	£4,862.00	WCC (Lengthsman)	£538.50	WCC Councillor Taylor	£918.00
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12	Parish Council’s Barclays Bank Account	Council to consider changing the Parish Council’s bank account from Barclays to another bank.																																					
13	.gov.uk domain for emails and website	Council to be updated regarding the Practitioners Guide 2025 requiring council’s to have a .gov.uk email and website domain name; assertion will be included on the AGAR for year ended 31 March 2026.																																					

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14	Parish Council Website The Parish Council to consider a new Parish Council website and approximate costs involved.
15	Internal Audit Report 2024/2025 – The Parish Council to review and approve the internal auditor report for the financial period 2024/2025.
16	Certificate of Exemption 2024/2025 – As the Parish Council's higher gross income did not exceed £25,000, the Parish Council to approve exemption from a limited assurance review for 2024/2025. The exemption to be signed by the Chair and Responsible Financial Officer.
17	Annual Governance Statement 2024/2025 – Bentley Pauncefoot Parish Council to receive and approve the annual governance statement for 2024/2025, Chairperson and Clerk to sign the documentation.
18	Accounting Statements 2024/2025 – Councillors to receive and approve the accounting statements for 2024/2025; RFO and Chairperson to sign the documentation.
19	Period for the Exercise of Public Rights – The period for the right to inspect the financial accounts by the public will commence on Tuesday 3 June 2025, ending on Monday 14 July 2025.
20	CALC / Worcestershire Wildlife Trust project Council to consider the project, details of which were emailed in advance of the meeting.
21	Lengthsman - Issues / updates
22	Report from County Councillor
23	Report from District Councillor
24	Tardebigge Relief in Need Charity – Barry Spence to update the Parish Council on the year end position and the work of the Charity.
25	Councillors Reports & Items for future Agenda Each Councillor is requested to use this opportunity to report minor matters of information not included elsewhere on the agenda and to raise items for future agendas. <u>Councillors are respectfully reminded that this is not an opportunity for debate or decision making.</u>
26	Date of Next Meeting To confirm the date of the next meeting, scheduled for Tuesday 15 July 2025 at 7.00pm in the Village Hall.

Clare Wood

Clare Wood – Clerk & RFO to Bentley Pauncefoot Parish Council
