

EASTHAM PARISH COUNCIL

Clerk to the Parish Council – Lesley Jenkins, Mobile 07942 363070, E: easthamparishcouncil@gmail.com

To Members of Eastham Parish Council, you are duly summoned to attend on Tuesday 27 May 2025 the Annual Meeting of the Parish Council in Eastham Memorial Hall following on from the Annual Parish Meeting which commences at 7.30pm

Agenda

1. **Election of a Chairman and signing of the Declaration of Acceptance of Office**
2. **Election of a Vice-Chairman**
3. **Apologies:** To receive apologies and to approve the reason for absence.
4. **To note Resignation of Parish Councillor received**
5. **Declarations of Interest:**
 - a. Register of Interests: Councillors are reminded of the need to update Register of interest forms - to be completed by anyone with new/additional information.
 - b. To declare any Disclosable Pecuniary Interests in items on the agenda and their nature.
 - c. To declare any Other Disclosable Interests in items on the agenda and their nature.
Councillors who have declared a Disclosable Pecuniary Interest, or an 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 declare a Disclosable Pecuniary Interest may result in the commission of a criminal offence.
6. **Dispensations –**
 - a. 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 a meeting.

Dispensations requested

The Meeting will be adjourned for Public Question Time

The time allocated is at the discretion of the Chairman. Residents 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. Members of the public may not take part in the Parish Council meeting itself. This period is not part of the formal meeting; brief notes will be appended to the minutes as an aide memoir.

7. **Minutes:** To consider adoption of the minutes of the Parish Council Meeting held on 25 March 2025
8. **Volunteer appointment to** role of Footpath Officer - update
9. **Annual Subscription** - review for Worcestershire CALC & Payment
10. **Appointment of Representatives to outside bodies**
 - a. Eastham Memorial Hall representative
 - b. Worcestershire County Association of Local Councils Meeting Executive (max 2 Cllrs).
11. **Insurance review** for renewal 1 June 2025 & Payment
12. **Notice Board** replacement – Highwood & Payment
13. **Finances**
 - a. . Documentation for Financial Year End 31.03. 2025 The Annual Governance & Accountability Return
 - i. Certificate of Exemption – to agree for the Financial Year 2024-2025, the PC income and expenditure both fall under £25,000
 - ii. To Review the Internal Audit Report – discuss and agree the report. Agree payment of the IE invoice
 - iii. Annual Governance Statement & Accounting Statements - to agree PC adherence to requirements & sign
 - iv. Annual Account Statement Return/End of year Accounts 2025 – to agree the accounts and Chairman to sign relevant papers
 - v. Notice of Period of the Exercise of Public Rights – to agree dates as commencing 3 June 2025 until 14 July 2025
 - b. li Regular Payments list for financial year
 - ii To consider payments, Including urgent payments since last meeting, to be made as on list presented at meeting
 - c. To report receipts since last meeting.
 - d. To agree Bank Reconciliation to 30 April 2025
 - e. Training for Clerk & Councillors
14. **Asset Register Review 31 March 2025**
15. **Reserves Policy Review 31 March 2025**

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Councillors P Arnold, M Adams, I Matravets, A Worsley, B Lewis, C Austin, L Arnold

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16. Emails and Domain/Website (.gov.uk) Digital and Data Compliance under JPAG
17. Clerks report on any Urgent Decisions since last meeting
18. MHDC Community Legacy Grant Scheme
19. Policies to be reviewed
 - a. Standing orders
 - b. Defib Policy
20. Planning:
 - a. Plans received since last meeting –
M/25/00483/HP - Dobie Lodge, Rochford, erection of two storey extension
M/25/00615/FUL – St Peters & St Pauls Church Eastham, Foul drain & Cesspit
 - b. Decisions received since last meeting –
M/24/001793/RM : *Reserved Matters application for a permanent rural workers dwelling and new access*
Location: Land At (Os 6745 6818), Eastham
 - c. Plans for consideration at this meeting.
M/25/00642/HP – The Old Flatts Eastham, erection of 3 car detached Garage
21. Review Police Charter
22. LM report – general report
23. Progress Reports/ updates
 - a. Road Closures/works – notifications at meeting
 - b. Pipers Brook Potholes and Gravel
 - c. EMVH Village Green Kerbing
 - a. Footpath closure notification EH-609, EH-610 and EH-611
24. Defib/1st aid training
25. Reports on any Meetings attended by Clerk or Councillors
26. Correspondence for Information: as circulated to Councillors.
WMP – Fraud bulletin, WMPCP Lay member ; WCC road & footpath closures; Worcestershire CALC; MHDC planning. DC email; RSN bulletins. MHDC Grant Scheme.
27. Councillors reports and items for the next agenda
Each Councillor is requested to use this opportunity to report minor matters of information not included elsewhere on the agenda to raise items for future agendas.
Councillors are respectfully reminded that this is not an opportunity for debate or decision making.
28. Date of Next Meeting 29 July 2025
29. Meeting Closure

Signed



Clerk to Eastham Parish Council

Date 20 May 2025

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