

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 12th January 2026 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 6th January 2026

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** 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:-

- c1 County Councillor Christopher McSweeny
- c2 District Councillor Sarah Rouse
- c3 District Councillor Peter Whatley
- c4 Cllr Philpotts – school

5. TO APPROVE AND SIGN THE MINUTES of the Parish Council Meeting held 10/11/2025 as a true and accurate record, draft minutes issued to all councillors on 13th November 2025 and made available online.

6. PLANNING – MHDC

(a) To consider

M/25/02040/HP The Crest, Crews Hill, Alfrick, Worcester. WR6 5HF. Extension and refurbishment of the existing house together with replacement garage.

(b) Decisions for information only.

M/25/01484/HP The Garden House, Suckley, Worcester, WR6 5ED. Removal of existing cladding and installation of proposed cladding (retrospective) **APPROVED 17/11/2025**

M/25/01651/HP Mousehole, Farm Stocks Road, Alfrick. Worcester. WR6 5HD. Ground floor and first floor extensions and various internal alterations. **APPROVED 9/12/2025**

M/25/01647/HP Crown Cottage, Suckley, Worcester, WR6 5EH (retrospective) single storey rear extension. **APPROVED 11/12/2025**

M/23/00635/CU Hopkilns at (Os 7128 5132) Suckley Court, Suckley. Conversion of Hop Kiln to Single Dwelling. **APPROVED 19/12/2025**

(c) Retrospective

M/25/01906/HYB Land at (Os 7235 5109) Suckley. Hybrid Application, seeking phased outline planning permission for 9 self-build residential units (with all matters reserved) and full planning permission for the means of access, service road, infrastructure and associated landscaping. 5/1/2026 **OBJECTION** made as per the previous application eventually withdrawn. Copy attached.

7. PLAYING FIELD WORKING GROUP (PFWG)

- (a) Report**
- (b) Direct Debit Mandate: MHDC Business Rates**, to authorise.
- (c) Direct Debit Mandate: MHDC Waste Collection Service**, to authorise
- (d) Waste Removal.** To note the first collection took place 7th January, location - gate by the playing fields.
- (e) Playing Field Improvement Project /MHDC Legacy Grant Scheme**
Details as circulated.
 - e 1 To remove, £1000 Ear Marked Reserve Planning/Consultancy, no longer required
 - e 2 To note the position on the toilet.
 - e 3 To create a new Ear Marked Reserve, figure £2500, expenses needed for this project, to be taken from the Lottery Ear Marked Reserve.
 - e 4 . Ex Gratia Payment £40. Details as below.
- (f) Summer Event 2026.** Details as circulated.
 - 7f1- Agreement to run the event, organise and publicise
 - 7t2- To provide initial funds up to £500 from the general funds bank account
 - 7f3- Any shortfall required up to £200 as per the budget 2026/2027 headed “Community Activities”

8. REPORTS as circulated.

- (a) Chairman.**
- (b) Clerk.**

9. COMMUNITY - PROJECTS/ITEMS FOR DISCUSSION/UPDATE

- (a) Atlas Tower Mobile Mast.** Update Cllrs Mansell and Lewis following an Atlas Teams Meeting 20th November.
- (b) Neighbourhood Plan.** Update Cllr Jew following the meeting of the MH Executive Committee, 18th November. To agree the following:-
 - 9b1 to apply for funding, applications open March 2026
 - 9b2 to ask the MH Housing Team to undertake a free housing needs survey.
- (c) VAS Information.** Update Cllr Jew
- (d) Defibrillator - Lower House Dairy.** Move consideration, details below.
- (e) Permit/agreement with WCC.** Details as circulated.

10. GRANT/DONATIONS - APPLICATIONS FOR CONSIDERATION

- a) Football Foundation.** Grant application to the Football Foundation. Update Cllr Roper

11. FINANCE –

(a) To review the bank reconciliation to the end of November 2025 and Ear Marked Reserves, to receive any comment.

(b) To review the budget v act to end November 2026 as circulated.

(c) APPROVAL OF PAYMENTS

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

Playing Field account:

£150.00 Cheque 0329 February lottery, Cllr Ormerod prize draw

General funds account

£ 547.65	Cheque 1221	L Cleaver clerks Nov 2025 salary
£ 677.69	Cheque 1221	L Cleaver clerks December 2025 salary
£ 39.68	Cheque 1221	L Cleaver clerks Nov & Dec 2025 expenses (as circulated)
£ 200.00	Cheque 1222	Defibrillator donation over payment/ refund. C Price.
£ 280.00	Cheque 1223	Transfer to playing field account (St Johns Football as below ref (e))
£ 657.78	Cheque 1224	HMRC period Oct to December 2025
£ 390.00	Cheque 1225	Turtle Engineering Ltd – Trauma kit and cabinet from that Ear Marked Reserve.
£600.00	Cheque 1226	R Wilks Lengthsman, Oct, Nov & December work

(d) PLAYING FIELD ACCOUNT

To note, direct debit payments taken Oct & Nov Water Plus £9.93 & 9.93. Valda Energy £33.27 & 61.13.

£90 11/11/25 donation from Mr Barnford, lottery prize draws not taken June & Nov

(e) PARISH COUNCIL GENERAL ACCOUNT

To note the following:-

Automatic monthly receipt bank interest £26.82 Oct & £21.08 Nov

Defib donations received £645 Oct & £890 November = Total £1535

£140.00 paid 1/10/25 & £140 1/11/25 paid into the wrong bank account (should be a playing field receipt ref St Johns Football)

£47.00 DD by the ICO

(f) EAR MARKED RESERVES.

1) New, add defib donations Lower House Dairy £645.00 & £890 = total £1535

2) New :- Add to the playing fields lottery as above £90

3) To consider the Ear Marked Reserves to ensure adequate/appropriate.

(g) GENERAL RESERVES

To review the level of reserves, the need to work towards 12 x months net revenue expenditure.

(h) BUDGET 2026/2027

To agree the budget for the year 2026/2027 £28,984

(i) PRECEPT 2026/2027 AND BAND D CONSIDERATION

To agree the Precept figure of £19,984.06 for the year 2026/2027, an increase on the previous year of £582.06. Band D tax estimated £67.43. an increase of £1.96 or 3%

12. PARISH COUNCIL LOGO

One design to be selected to give the council a distinct identity.

13. APPOINTMENTS details as circulated

- a) Internal Auditor Financial Year End 2026
- b) Website designer

14. POLICY DOCUMENTS

For consideration, notes can be found at the end of the agenda.

- 14 a Co-option
- 14 b Grant Policy

15. MAINTENANCE

To consider this new role and any associated budget consideration. Details as circulated.

16. 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.

17. MEMBERS TO RAISE ISSUES FOR DISCUSSION AT THE NEXT MEETING***SUCKLEY PARISH COUNCIL MEMBERS:—***

Cllr Richard Lewis Chair, Cllr Howard Ormerod Vice Chair, Cllr Paul Bradley, Cllr Damian Clark, Cllr Simon Jew, Cllr Andrew Mansell, Cllr Helen Philpotts, Cllr Rebecca Roper.

Additional notes**7(e)4 Ex Gratia Payment £40**

To pay the consultant D Fellows an ex gratia payment of £40 from the Lottery Ear Marked Reserve in recognition of the moral obligation felt by the Council for the work undertaken by Mr Fellows without any fee. To note there is no legal liability to make this payment but should the council award the payment believe it is fair and reasonable in the circumstances. (s137)

Defibrillator - Lower House Dairy.

9(d) 1 – move consideration:-, if the defibrillator had to be moved at any time in the future, that it should be kept in the same vicinity serving residents who raised the donation in the first place to fund the machine.

Parish Council Logo.

12- to consider the 23 logos produced by the children at the school. One to be specially selected to give Suckley parish council a distinct identity for its documents, letterheads for example.

Policy Documents

- 14.
- a)Co-option – none
- b)Grant Policy – to add the payees name and address
to consider setting a limit to any requested amount