

TO MEMBERS OF LITTLE COMBERTON PARISH COUNCIL

You are duly requested to attend the annual meeting of the Parish Council to be held on Tuesday 3rd May 2022 in Little Comberton Village Hall, following the Annual Parish meeting at
6.30 pm
AGENDA

1. **Apologies for absence:** To receive apologies
2. **Declarations of Interest:**
 - a) Register of Interests: Councillors are reminded of the need to update their register of interests.
 - 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.
 - d) Written requests for the council 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 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 be a criminal offence.
3. **Election of Chairman and signing of declaration of acceptance of office**
4. **Election of Vice Chairman**
5. **Parishioners' comments**
Meeting adjourned for Public Question Time.
6. **Minutes:** To consider approval of the minutes of the meeting held on Tuesday 5th April 2022. (attached)
7. **Progress reports:** for information
 - a. Lengthsman
 - c. Highways: Drainage Orchard Drive
 - c. Footpaths/PRoW/land adjacent to Wick Road
 - d. Trees
8. To note model Calc standing orders and approved financial regulations (attached)
9. To note the Code of Conduct (attached)
10. To consider and appoint Councillor roles
11. **District and County Councillors' reports:** for information
12. **Planning**
13. **Finance**
 - a) Current Balances
 - b) To consider payments to be made as on the attached list
 - c) To approve and sign the Certificate of Exemption for the year ended 31 March 2022
 - d) Audited accounts & Annual Return: 31st March 2022
 - (i) Proposal to approve and sign Section 1: Annual governance statement
 - (ii) Proposal to approve and sign Section 2: Accounting statements
 - e) To note the period of public rights to inspect the financial records of the Council, to commence on 13/6/22 – 22/7/22
 - f) Proposal to approve Parish insurance provision for the period 1/6/22 – 31/5/23
14. **Correspondence for information:** To note the attached appendix of items.
15. **Councillors' reports and items for future agendas**
16. **Date of next meeting:** To be agreed Nicola Harding, Clerk to the Parish Council

Meeting Tuesday 3rd May 2022
Detail Information as at 26th May 2022

Item 7, Progress reports	<p>a) Lengthsman: <i>Any updates</i></p> <p>b) Highways: Drainage, corner of Orchard Drive – any updates from County Cllr Hardman.</p> <p>c) Footpaths/PRoW/land adjacent to Wick Road: <i>Any updates</i></p> <p>d) Trees: Redwood tree: Email sent to landowner on 18/4/22 - <i>no further updates at present.</i></p> <p>Split pear tree: <i>Updates requested from tree surgeon 25.4.22.</i></p> <p>Volunteer tree warden: <i>Any updates</i></p>																																
Item 12, Planning	<p>W/22/00105: Ringsmere Orchard – replacement garaging. <i>Application approved.</i></p> <p>W/21/02701: Old Rectory - Erection of residential annexe following demolition of outbuildings and wall. <i>Decision pending.</i></p>																																
Item 13, Finance	<p>a) Current Balances at 26th April 2022</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">Current Account:</td> <td style="text-align: right;">£4,945.84</td> </tr> <tr> <td>Deposit Account:</td> <td style="text-align: right;">£4,931.11</td> </tr> <tr> <td style="text-align: right;">TOTAL</td> <td style="text-align: right;">£9,876.95</td> </tr> </table> <p>b) Payments to report:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">Salary (April)</td> <td style="text-align: right;">£330.98</td> </tr> <tr> <td>Expenses (April)</td> <td style="text-align: right;">£12.00</td> </tr> <tr> <td>BHIB PC insurance 1/6/22-31/5/23</td> <td style="text-align: right;">£150.59</td> </tr> <tr> <td>S Blunsom: Tree maintenance: Memorial Garden</td> <td style="text-align: right;">£60.00</td> </tr> <tr> <td>B Arrowsmith: Weed killer 22/23</td> <td style="text-align: right;">£70.00</td> </tr> <tr> <td>Village Hall: May meeting</td> <td style="text-align: right;">£13.00</td> </tr> <tr> <td>*B Arrowsmith: Feb work plan</td> <td style="text-align: right;">£96.00</td> </tr> <tr> <td>*B Arrowsmith: March work plan</td> <td style="text-align: right;">£126.00</td> </tr> <tr> <td><i>*Presented at April meeting</i></td> <td></td> </tr> <tr> <td style="text-align: right;">TOTAL</td> <td style="text-align: right;">£858.57</td> </tr> </table> <p>Income to report:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">Council Tax Support grant payment (i)</td> <td style="text-align: right;">£162.00</td> </tr> <tr> <td>Precept payment (i)</td> <td style="text-align: right;">£3,350.00</td> </tr> <tr> <td style="text-align: right;">TOTAL</td> <td style="text-align: right;">£3,512</td> </tr> </table> <p>c) To approve and sign the Certificate of Exemption for the year ended 31 March 2022</p> <p>d) Audited accounts & Annual Return - 31st March 2022:</p> <p>(i) Proposal to approve and sign Section 1: Annual governance statement</p> <p>(ii) Proposal to approve and sign Section 2: Accounting statements</p> <p>e) To agree the period of public rights to inspect the financial records of the Council, to commence on 13/6/22 – 22/7/22.</p> <p>f) Proposal to approve Parish insurance provision for the period 1/6/22 – 31/5/23 @ £150.59</p>	Current Account:	£4,945.84	Deposit Account:	£4,931.11	TOTAL	£9,876.95	Salary (April)	£330.98	Expenses (April)	£12.00	BHIB PC insurance 1/6/22-31/5/23	£150.59	S Blunsom: Tree maintenance: Memorial Garden	£60.00	B Arrowsmith: Weed killer 22/23	£70.00	Village Hall: May meeting	£13.00	*B Arrowsmith: Feb work plan	£96.00	*B Arrowsmith: March work plan	£126.00	<i>*Presented at April meeting</i>		TOTAL	£858.57	Council Tax Support grant payment (i)	£162.00	Precept payment (i)	£3,350.00	TOTAL	£3,512
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Item 14, Correspondence

Wychavon DC	SWDP: the updated SWDP will not be published for consultation in July as scheduled, as work on key documents relating to development sites and infrastructure to support them is yet to be completed.
Local Policing Team	Confirmation of key community issues on record (PC contract with Local Policing Team), currently:(i) Speeding (ii) Fly tipping (iii) Theft - consider any changes.
Pershore Cabinet Review	Update received on the Pershore Area Review consultation findings and recommendations presented to WCC on 21 April 2022: in summary, it is recommended that Cabinet agrees a commitment in principle to support a collective change of age range to align schools in the Pershore Education Planning Area (EPA) to a single, two-tier (primary and secondary) system of education, subject to funding being fully secured.