

Birtsmorton Parish Council

Draft Minutes of Annual Meeting of Birtsmorton Parish Council held remotely via online conferencing facility on **Thursday 21 May 2020** at 7.30pm.

The Local Authorities (Coronavirus) (Flexibility of Local Authority Meetings) (England) Regulations 2020 allow local authorities to conduct meetings remotely. **(No Annual Parish Meeting held this evening)**

Present: Chair: Michael Barnes*

Councillors: Vance Withers, David Williams, Mary Dowding, Alison Faulkner and Julie Moore

In attendance: DCllr. Mick Davies and Clerk

Public Comments: None

01/20. Election of Chairman

It was **RESOLVED** unanimously that Cllr. Barnes be elected chairman and the Declaration of Office was duly signed.

02/20. Election of Vice Chairman

It was **RESOLVED** unanimously that Cllr. Withers be elected Vice Chairman.

03/20. Apologies for Absence.

Apologies received from Richard Foord who has also indicated his intention to resign as a parish councillor. His contribution to parish council matters was acknowledged by fellow members over the last 2 years. The district council would be advised of the vacancy.

04/20 Declarations of Interest

1. *Register of Interests. Cllr. Williams updated.*
2. *To declare any Disclosable Pecuniary Interests (DPI) and/or Other Disclosable Interests (ODI) in items on the agenda and their nature None*
3. *To consider written requests from councillors for the council to grant a dispensation (S33 of the Localism Act 2011) None*

05/20. Confirmation of Minutes

Minutes of meeting of 10 March 2020 were confirmed and signed as true record.

06/20. Matters Arising

No outstanding matters raised this evening.

07/20. Finance Report

The clerk acknowledged the time taken by Cllr Withers in examining the accounts pre presentation to the internal auditor Mr R George.

Annual Return

Approval of the Accounts 2019/20 completing AGAR Part 2

- a) **The Certificate of Exemption (Gross annual income or gross annual expenditure does not exceed £25,000) signed by chairman and RFO** and will be submitted to auditor.
- b) **Internal Audit completed 6 May 2020.**
- c) **Section 1 - Annual Governance Statement 2019/20** was read out to members of the council. It was **RESOLVED** that this be confirmed and signed by the Chairman.
- d) **Section 2 - Accounting statement**
It was **RESOLVED** that the Accounts presented by the RFO for the Financial year 2019/20 be adopted and signed by the chairman and RFO.

Current financial situation:

	£	£	
Balance as at 10 March 2020		5676.13	
Expenditure pre meeting			
Income pre meeting			
MHDC ½ Year Precept	1056.00		
WCC Lengthsman	315.00		
		1371.00	
Expenditure at meeting			
Worcs. CALC Sub	187.72		
Insurance	196.80		BHIB New provider. LTA 3 years from 2018
		384.52	
Balance at end of meeting 13 May 2020		6,662.61	

08/20 Coronavirus Report

Update on all activities (to support residents) presently taking place during the **COVID-19** lockdown and subsequent restrictions under government guidelines. Thanks to all those involved in this support across the parish. Present format of food deliveries from Upton likely to be revised in the near future..

09/20 District Councillor Report

Included reference to:

- Council meetings via Zoom Webinar
- Continuation of waste collections, new green waste customers and reopening of some recycling centres.
- Business support grants
- New chief executive, Vic Allison
- Recovery Plan for the council
- Availability of support and assistance for communities.

10/20 Coombegreen Common

Mrs Windle will forward outstanding invoice when available. Bramble clearance anticipated late autumn and with no fund raiser possible will leave planning until next year. Common looking good and well used.

11/20 Parish Drainage/Lengthsman

Watery Lane – Contractor Ringway have completed the drainage project and installed bollards on edge of ditch. The depth of the road side ditch means it is now necessary to continue ditching into adjacent landowner's field. Permission was not granted at the time to allow access for this ditching. Clerk asked to seek support from MHDC land drainage partnership in its completion.

The budget for 2020/21 lengthsman work will remain as - £1,910. A new signed agreement has been returned to WCC.

**Cllr Barnes left the meeting and Cllr Withers continued chair responsibility*

12/20 Planning

19/01590/CU	Red Brick Barn Birts Street Birtsmorton Malvern WR13 6AW	Change of Use to 2No 1 Bedroom Holiday Lodges, Parking and Ancillary Works	MHDC Approve
19/01816/GPDE	Farley House Berrow Malvern WR13 6JQ	Notification for Prior Approval for a Proposed Larger Home Extension	MHDC Allowed
20/00421/HP	Belmont Coombe Green Malvern WR13 6AN	Erection of two-storey rear extension.	PC Support Decision pending
20/00416/HP	2 Leys Cottage Birts Street Birtsmorton Malvern WR13 6AW	Erection of 2-storey side extension	PC No Objection Decision Pending

13/20. Correspondence

- Regular Covid-19 updates from all authorities.
- Completed re declaration of compliance with Pensions Regulator. Confirmed employee not enrolled on scheme.

14/20. Meetings

Planning meeting with MHDC 10 September at 6pm – Castlemorton Hall. TBC

15/20 Any Other Business

Cllr Withers reported that the car parking by visitors to the Birt Street flower and veg stall had improved. With parish council positive encouragement, the owner had endeavoured to use signage to improve noted safety concerns. Further observance of social distancing hopefully encouraged.

16/20. Confirmation of date of next meeting

The next meeting date **Monday 7 September 2020** at 7.30 pm via Zoom Webinar.

The meeting closed at 8.15pm

Signed..... Date.....