

Birtsmorton Parish Council

Draft Minutes of Annual Meeting of Birtsmorton Parish Council held on **Monday 17 May 2021** following annual parish meeting 7.25pm in Castlemorton Parish Hall.

Present: Chair: Michael Barnes
Councillors: Vance Withers, Mary Dowding, Alison Faulkner, David Williams, Julie Moore and Mark Henderson

In attendance: Clerk and 1 parishioner.

Public Comments: None

13/21. Apologies for Absence.

DCllr Davies & CCllr Wells

14/21 Declarations of Interest

1. *Register of Interests. No updates*
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*

15/21. Election of Chairman

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

16/21. Election of Vice Chairman

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

17/21. Confirmation of Minutes

Minutes of meeting of 8 March 2021 were confirmed and signed as true record.

18/21. Matters Arising

Reminder about reporting overgrown hedges reducing highway visibility during the summer and land owners can be contacted in readiness for autumn/winter hedge cutting.

19/21 CCllr & D Cllr Reports

As reported at Annual Parish Meeting

20/21. Finance Report

The clerk acknowledged the time taken by Cllr Withers in examining the accounts pre presentation to the internal auditor with thanks to Mr R George for his completion of this task.

Annual Return

Approval of the Accounts 2020/21 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 external auditor.

b) **Internal Audit completed 22 April 2021.**

c) **Section 1 - Annual Governance Statement 2020/21** 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 certified and presented by the RFO for the Financial year 2020/1 be considered approved and signed by the chairman.

Current financial situation:

	£	£	
Balance		6481.65	
Income pre meeting			
MHDC	1056.00		½ year Precept
WCC	93.75	1149.75	Lengthsman
Expenditure pre meeting	226.80		Contractor – Coombe Green
Worcs CALC	187.74		Annual Sub
BHIB	196.80	611.34	Insurance
Balance at end of meeting		7020.06	

21/21 Coombegreen Common

As reported at Annual Parish Meeting. Clerk to catch up with Mrs Windle to ascertain future plans.

Cllr Moore indicated desire to carry out a litter pick and was reminded about wearing visibility clothing.

22/21 Parish Drainage/Lengthsman

- VAS Update – Poles positioned but not all in actual sites as hoped. VAS up and running with thanks to Cllrs Withers and Henderson for their support in the movement of the equipment. Consider finding out if data could be accessed from it with the correct software. Further batteries were offered by Welland. Clerk to check availability. Considered beneficial to purchase 5 brackets, 2 extra batteries and a charger to assist the operators in moving the equipment from pole to pole. Clerk also to establish the sites for Berrow. If only one at Hollybush the operators would be prepared to execute this themselves on behalf of Berrow.
- Chairman repeated his concerns about the BT pole along Marsh Road. It was on a bend and was a potential hazard when meeting a fast approaching vehicle at this point.
- Highways to be contacted about possible repairs to highway edges along Marsh Road damaged by large vehicles.

23/21 Planning

21/00315/HP	Washloe Coombe Green Malvern WR13 6AD	Single storey extension to side and rear	Application Approved
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- **MHDC Planning Training** - Wednesday 31 March at 6pm Green Infrastructure – multi-functionality, environmental character areas, public open space, sport and recreation. VW attended.

24/21. Correspondence

Particular mention of:

- CALC Updates
- MHDC Covid-19 Updates
- Natural Networks Event – WCC – 17 March 6pm. Advice and financial support available to your organisation/business to improve the biodiversity and further enhance your land or water courses so that the flora and fauna can thrive. Cllr Moore enjoyed this presentation and would be keen to follow up in small way. Considering area around Nutshell. Clerk to investigate.
- Community Action Ledbury re community bus to Ledbury via Pendock, Sledge Green and Eastnor . Looking to promote the service thinking about rural isolation
- Worcestershire Community Rail Partnership

- Traveller and Travelling Showpeople Site Allocations DPD Revised Preferred Options Consultation 17 May to 5 July 2021

25/21 Update of Standing Orders, Financial Regulations and Risk Assessment

Councillors **agreed** to adopt the updated Parish Council's Standing Orders, Financial Regulations and Risk Assessment..

26/21 Potential Council Vacancy

Cllr Williams gave notice of his intention to resign from the council with commitments now in other areas. Members expressed sorrow of this decision and thanked Cllr Williams for his thought-provoking contributions to parish matters. The vacancy will be advertised in the usual way.

27/21. Confirmation of date of next meeting

The next meeting date **Tuesday 7 September 2021** at 7.30 pm in Castlemorton Parish

The meeting closed at 8.30pm

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