

**MINUTES OF THE ANNUAL MEETING OF THE SHELSLEYS PARISH COUNCIL  
Held in the Village Hall on 10<sup>th</sup> May at 7pm in the year 2022**

**Present:** Dr L Taylor (Chairman), Mrs K Metcalfe, Mr D Styles, Mrs L Hutton, Mrs J Hammond, Mr R Pound, Mr D Bates and Mr J Stinton.

**Also Attending:** One member of the public and the Clerk.

**1.1 Chairman:** Dr Laura Taylor was proposed and seconded and agreed to remain in the position of Chairman. The Chairman's Report will be available on the website.

**1.2 Apologies:** Mrs V Jones, Councillor Caroline Palethorpe and Councillor David Chambers

**1.3 Vice Chairman:** Councillor Karen Metcalfe was proposed and seconded and accepted.

**1.4 Declaration of Interest:**

1. Register of Interests: Councillors are reminded of the need to update their register of interests.

2. To declare any Disclosable Pecuniary Interests in items on the agenda and their nature.

3. To declare any other Disclosable Interests in items on the agenda and their nature.

Councillors who have declared a Disclosable Pecuniary Interest, or another 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.*

None.

**Public Question Time.** None.

**1.5 To note the Code of Conduct:** Attending councillors noted.

**1.6 Council's Scheme of Delegation:** To remain the same. The Clerk will continue to canvass Councillors' opinion on planning applications between meetings. Unless otherwise advised the default position of the Council will be to support applications.

**1.7 Financial Regulations, Risk Assessment and Insurance.** Financial Regulations are up to date. Insurance cover was now deemed appropriate with the addition of the litter bins to the asset register and the annual premium of £395.00 for a three-year fixed term was approved.

**1.8 The appointment of individual officers:** Footpaths: Cllr Metcalfe to be assisted by Cllr Jones. Tree Warden: Cllr Stinton. MAC Liaison: Cllr Bates.

**1.9 Nomination of two Councillors to attend the Worcestershire CALC Area Meetings.** Deferred until the next meeting. Clerk will ascertain whether future meetings will be by Zoom.

**1.10 Minutes:** The minutes of the meeting held on March 8<sup>th</sup> 2022 were approved and signed as a true record.

**1.11 District and County Councillor Reports.** Both reports circulated prior to the meeting will

be available on the website. No matters arising from them

- 1.12 Midland Automobile Club (MAC):** The Parish Council has been impressed by the recent events at Shelsley Walsh which have all been held without causing problems to local residents. The new signage has worked well and has removed traffic driving through the village. The clerk to enquire whether the signage is permanent and to thank the MAC for the efforts and progress made.  
Councillors were invited by a private member to accompany him up the hill climb on Members' Day Friday 13<sup>th</sup> May. Clerk to inform him who will attend.
- 1.13 Lengthsman:** There has been no contact with the lengthsman since the annual contract was sent to him, the clerk to check on him.
- 1.14 Highways and Footpaths:** Details of the annual footpath closures for the Hill Climb events has been received.
- 1.15 Progress Reports:**  
Green Grit Bins. Two bins are required at a cost of £219 (October 2021) with one fill of salt. However, before they can be ordered or positioned a survey of the proposed site by WCC Highways will be required. If the bins are placed on private land this is not necessary. The exact Camp Lane and Pudford Lane sites will be identified.  
A yellow grit bin has been discovered at the Village Hall, clerk to check with WCC.  
Broadband. Slow progress, some of the Camp Lane project vouchers have been cancelled and must be re applied for. Openreach and WCC will arrange this, meanwhile the Parish Council is reluctant to sign the contract acting as the Legal Entity with Openreach until 100% of vouchers have been validated.  
Roadside Bench. WCC have refused the request for a roadside bench on safety grounds.  
Litter Bin. The new metal litter bin to replace the one damaged by fire at Stirt lay by has been ordered, Cllr Stinton agreed to install it.
- 1.16 Urgent Decisions (and Matters Arising between meetings):**  
Planning: In consultation with Councillors 21/02227/HP Woodbury Shelsley Beauchamp. Erection of single storey extension.  
and 22/00304/HP Church House. Erection of summerhouse and gate. Both applications were supported.  
Cheque for trees (paid in last year's accounts).  
Cheque for tree plaque £154.99  
Cheque for Jubilee Mugs £1215.36
- 1.17 Jubilee Working Group:** Cllr Pound reported that good progress has been made. The tree plaque is arriving tomorrow (the new trees are being watered by Dave Belfield) and the Parish Map will be unveiled at the Harvest Supper. So far 165 people have replied to the invitation with a possible 200 attending. Funds are being raised for a celebratory glass of champagne and a bottle of rosé for each table. Games are being organized for events by the Social Club on Saturday and the Jubilee lunch on Sunday. There will be bunting, a village photograph and a cannon! Volunteers will be required to clear up.
- 1.18 End of Year Accounts 2021 2022:** These were circulated before the meeting. They were accepted and approved.

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- 1.19 Audit:** The Exemption Certificate was agreed and the Internal Auditor's report viewed.
- 1.20 Audit:** Section 1 of the Annual Audit was agreed and completed.
- 1.21 Audit:** Section 2 of the Annual Audit was agreed and completed. The above three documents will be scanned and will be available to view on the website.
- 1.22 Finance: The following payments were approved.**  
KBS Depot Litter Bin £460.80  
Insurance Premium. £395.00  
Clerk's salary and expenses for period ending March 31<sup>st</sup> £541.35  
Richard Bettinson £60.00 (Internal Auditor)  
Cllr Taylor has applied for online banking, Cllr Metcalf to do so.  
The first half of the Precept £2000.00 received.
- 1.23 Planning: MHDC decisions.**  
M/22/00591/LB Shelsley Water Mill. Replace Great Spur Wheel on like for like basis.  
This was discussed and there was unanimous support for the application.  
To report on Malvern Hills District Council planning decisions.  
21/02182/LB Proposed repairs and internal amendments The Old Post Office Shelsley Walsh. Approved
- 1.24 Correspondence for Information and Circulation:**  
All correspondence for information delivered via email. There were no responses to consultations and no matters raised, no further action required.
- 1.25 CALC:** Items of information and Training have been circulated.
- 1.26 Councillors' reports and items for future agenda:**  
Councillor Pound has informed the clerk of his non-attendance at the July meeting.  
Pard House Lane. The water drainage is again in need of inspection. Clerk to arrange for Highways and Severn Trent to do so and inform Councillors so that one can attend.  
Costs for a defibrillator and housing have been obtained, Cllr Taylor to make further enquiries.
- 1.27 Date of the next meeting:** July 12<sup>th</sup> 2022 in The Village Hall Shelsley Beauchamp.

The meeting concluded at 20.20

Jan Speyer Clerk May 11<sup>th</sup> 2022