

Birtsmorton Parish Council

Draft Minutes of Annual Meeting of Birtsmorton Parish Council held on **Wednesday 17 May 2023** at 7.25pm in Castlemorton Parish Hall. (Armitage Room)

Present: Chair: Michael Barnes
Councillors: Vance Withers, Michael Licqurish-Coleman and Mark Henderson

In attendance: Clerk and 2 parishioners

Public Comments: None

Welcome to ‘newly elected’ (unopposed) councillors and declarations of office signed. Cllrs Moore and Yates to be signed as soon as convenient.

16/23. Election of Chairman

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

17/23. Election of Vice Chairman

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

18/23. Apologies for Absence. Cllrs Moore and Yates also County Councillor Tom Wells.

19/23 Declarations of Interest

1. *Register of Interests.* Completed by those present. Cllrs Moore, Yates and Hood to be received.
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

20/23. Confirmation of Minutes

Minutes of meeting of 13 March 23 confirmed and signed as true record

21/23. Matters Arising

None from the minutes.

22/23. Finance Report.

1. Approval of the Accounts 2022/23 completing AGAR Part 2

Thank you to Cllr Withers for initial accounts check.

a) **The Certificate of Exemption** (Gross annual income or gross annual expenditure does not exceed £25,000) approved and signed by chairman and RFO and will be submitted to external auditor.

b) **Internal Audit completed 12 May 2023.** Thank you to Mrs Anne Cotterell for the completion of this task.

c) **Section 1 - Annual Governance Statement 2022/23** was read out to members of the council.

It was **RESOLVED** that this be approved 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 2022/23 be approved and signed by the chairman.

2. Current financial situation:

	£	£	
Balance		6129.21	
Income pre meeting	100.00 1056.00	100.00	Nutshell Wood MHDC Precept
Expenditure pre meeting		0.00	

Expenditure at meeting	191.75 250.67 482.40	924.82	WCALC BHIB Insurance Coombe Green Contractor
Balance at end of meeting		6360.39	

Internet access now available for the clerk and authorised signatories. But it was agreed with the low volume of payments to continue with the use of cheques which can be signed at meetings and was not proving an inconvenience to recipients. The clerk expressed her thanks to the chairman in permitting her the opportunity to explore this process.

23/23 Parish Drainage/Lengthsman

- **48/22** Clerk yet to follow up with WCC any possible action re the installation of **drainage pipes under the driveway of Pink Hall** to hopefully reduce some flash flooding on Watery Lane
- **48/22** Clerk to determine why is the wooden barricade on the West side of the triangle opposite Duke Of York not as where intended on the east side opposite Ellis Dawe in front of post box.
- Loss of speed signs along Rye Street to be reported to WCC
- Lengthsman to be asked to see if he can straighten the 30mph outside Ryebrook
- A forthcoming road closure noted along Camers Green to motorway junction 24 May for 3 days.

24/23 Nutshell

10/23 2 Quotes of similar amounts were received to pollard trees and so contractor selected and task completed efficiently by Mr Loader. The tenant has completed the new annual agreement, paid rent and cleared all the cut wood for a nominal sum.

25/23 Planning

M/23/00387/NMA	1 Leys Cottage Birts Street Birtsmorton Malvern WR13 6AW	Application for a non-material amendment following a grant of planning permission 21/00577/HP to alter the solar roofing installation from roof mounted solar panels to a solar tile system	MHDC Approved
M/22/01308/FUL	The Poplars Rye Street Birtsmorton Worcester WR13 6AS	Replacement Dwelling	MHDC Approve
M/22/01699/FUL	Brays Farm Birts Street Birtsmorton Malvern WR13 6AP	Detailed Planning Application for Ground Mounted Solar Photovoltaic Panels	MHDC Approve

26/23. Correspondence

Particular mention of:

- CALC/NALC Updates
- Police Safer Neighbourhood Teams – Neighbourhood Matters Notifications.
- Notifications from Community Action
- Parish Magazine editor details requested by Police and Crime Commissioner.
- El Dorado Festival in July at Eastnor
- Environmental Action group trip to EnviroSort 1 June 2pm.
- Boundary Commission Review of Worcestershire Boundaries. No change proposed in number of councillors.
- D Day 80th Anniversary 6 June 2024

27/23 Parish Council members responsibilities

Cllr Withers - Planning and to instigate site meeting in conjunction with chairman.
Cllr Henderson – Highways
Cllrs Moore – Coombe Green and 4C's (TBC as absent)

28/23 Parish Council Vacancy

Following recent elections there is still a vacancy on the Parish Council. A request to be considered for co-option had been received from Mrs Karen Hood. After introductions she was formally proposed and seconded and this proposal was supported by members and Mrs Hood welcomed to the Parish Council. Declaration was duly signed.

29/23. Confirmation of date of next meeting

The next meeting date: **Monday 11 September at 7.00 pm** in Castlemorton Parish Hall

Please note the new starting time for Parish Council meetings of 7pm.

The meeting closed at 8.00 pm

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