

**MINUTES OF THE ANNUAL MEETING OF NAUNTON BEAUCHAMP  
PARISH COUNCIL  
Held in the Church  
Tuesday 30<sup>th</sup> April 2024 at 7:30pm**

**Present:** Cllr A. Howarth Cllr D. Dickens  
Cllr D. Hudson Cllr S. Reeves  
Cllr G. Edwards

**In attendance:** County & District Cllr L. Robinson  
Clerk

- 1. Election of Chairman** – Councillor Howarth was elected to be Chairman, proposed by Cllr Edwards and Seconded by Hudson. Declaration of Acceptance of Office was signed.
- 2. Apologies** – None
- 3. Council Member Appointments**
  - i. Election of Vice-Chairman – Cllr Edwards was elected to be Vice-Chairman, proposed by Cllr Howarth and Seconded by Cllr Dickens. Declaration of Acceptance of Office was signed.
- 4. Declarations of Interest** – none recorded
- 5. To consider any grants for dispensation** – none requested
- 6. Staffing & Scheme of Delegation- all approved**
- 7. Council reviewed and adopted the following:**
  - i. Financial Regulations
  - ii. Standing Orders
  - iii. Risk Assessment
  - iv. Insurance Requirements
- 8. Council confirmed approval of Minutes from the Annual Parish Council meeting held on 16th May 2023**– signed by the Chairman.
- 9. County & District Councillor Report**

As covered in Parish Meeting minutes 2024
- 10. Highways**

Cllr Hudson followed up on any response from Highways to repair the damage made to the Green during road surfacing- Clerk to chase.  
Cllr Dickens has collated information from the Stables of horses in the village including photos and statistics to send to highways- Clerk to forward to WCC.  
Cllr Reeves commented on the hedge at Hunts Fold forcing cars into the centre of the highway- the homeowner has previously been written to and highways informed.
- 11. Lengthsman**

All working well and the lengthsman is doing a great job, all invoices are now sent via an online portal to WCC.
- 12. Planning**

The following planning applications were considered, with no objections:

<a href="#"><u>W/24/00614/FUL</u></a>	Building At (OS 9653 5169) Dean Lodge Farm Seaford Lane Naunton Beauchamp Pershore	Demolition of Dwelling and Erection of Holiday Let	Pending Decision
<a href="#"><u>W/24/00495/FUL</u></a>	Pear Barn Naunton Court Barns Naunton Road Naunton Beauchamp Upton Snodsbury Pershore WR10 2LG	Variation of Condition 2 on granted planning permission W/21/02702/FUL Proposed two garage blocks - increase size and position and install electric doors	Pending Decision

### 13. Finance

a) The following payments were approved to be paid:

Carl Brassington	Lman March	£130.00	Cheque 100695
Lisa Cope	Postage/ Stationery/ Expenses	£65.24	Cheque 100696
HMRC	Tax	£131.40	Cheque 100697
Lisa Cope	Staffing costs	£526.40	Cheque 100698
Zurich	Insurance	£241.00	Cheque 100699
ICO	Data Protection fee	£40.00	Cheque 100700
Carl Brassington	Lengthsman April	£180.00	Cheque 100701
Worcestershire Calc	Annual subscription	£123.60	Cheque 100702

b) The following documents were approved and signed y Cllr Howarth for the End of Year Accounts 2023/2024

1. Approval of Certificate of Exemption
2. Approval of Annual Governance Statement 2023/2024
3. Approval of Accounting Statements 2023/2024
4. Approval of Proposed Dates for Exercise of Public Rights
5. Approval of Insurance Renewal

### 14. Correspondence-

The Police have requested the Parish's top three priorities which were agreed as: Theft, wildlife issues and fly tipping.

### 15. Councillors reports and items for future agenda items-

Cllr Dickens has done some research on the telephone box which will need filling and painting when the weather improves and the hinge requires fixing or replacing

**16. Date of next Ordinary Parish Council Meeting** is scheduled for Tuesday 2<sup>nd</sup> July 2024 commencing at 7:30pm in the Church.

SIGNED..... Chairman

Date .....