

CASTLEMORTON PARISH COUNCIL
Draft Minutes of Annual Meeting of Castlemorton Parish Council held on
Thursday 23 May 2024 at 7.40 pm in Castlemorton Parish Hall

Present: Cllrs: Mike Wilkinson (Chairman), Jeremy Hubbard, Nigel Baker, Rosemary Powell, Rebecca Rollinson and Dan Bowker

In Attendance: Mrs C Leake (Clerk), DCllr Christine Wild & CCllr Tom Wells (from 8.15pm)

Members of the Public: 2 in addition to Reps from 3 Shires Rally and Malvern Hills Trust ref agenda items.

Public Comments: Representatives were in attendance to explain plans on the forthcoming 3 Shires Hills Ford Rally in September. The organisers remain in consultation with parishes and local authority bodies as they prepare to submit a permit request to WCC highways to close identified roads for the rally in September. Any parish concerns can be addressed with organisers or directly with the County Council highways. A response to a question on carbon emissions was an offset contribution to Severn Treescapes.

28/24 Election of Chairman

It was **RESOLVED** unanimously with one nomination that **PCllr. Mike Wilkinson** be elected chairman and declaration of office signed.

29/24 Election of Vice Chairman

It was **RESOLVED** unanimously with one nomination that **Cllr. Jeremy Hubbard** be elected vice Chairman.

30/24 Apologies: Received from Cllrs Fisher, Flanders, Smallwood & DCllr Gallagher..

31/24 Declarations of interests

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

32/24 Minutes of the Previous Meeting

It was **RESOLVED** that the draft minutes of the meeting of **7 March 2024** were a true record of the meeting and were signed.

33/24 Matters Arising

Ref Minute 20/24: Following demolition of the WCC building in Druggers End there is now a new bat box in situ.

34/24 Malvern Hills Trust

Having declared an interest as a MHT trustee and therefore a potential conflict of loyalty it was agreed the chairman could continue in post with this agenda item and he introduced Malvern Hills Trust reps, CEO Deborah Fox, Vice Chair of MHT Board, David Core and Governance Change Officer Sue Satchell. Deborah and David acknowledged the work of former personnel and welcomed the new members, who are tasked with the future management of the Malvern Hills

Trust with transparency and in seeking governance changes to move forward in the 21st Century. The Trust is governed by statute presently 5 governing acts complex in practical terms. The Trust has been advised the mechanism for any change is by a private parliamentary bill and this is being prepared for submission in November 2024. The Trust's proposals include reduction in Board membership, widening of fund raising powers and the power to provide flexibility in grazing arrangements. The public **consultation period is from 22 May until 22 July** and open session meetings are planned with the first, 29 May in Castlemorton hall 3pm until 8pm. This is the second consultation period following the first in 2019 and the earlier considerations have been included in these next proposals.

Agreed - should the Parish Council consider responding to the consultation, members were encouraged to become familiar with the consultation and note any comments in a shared email discussion. These comments would be considered further at the next PC meeting and determined if appropriate for a response. Cllr Hubbard agreed to take the lead on any response.

35/24 County Councillor Report

Upon his arrival CCllr Wells commented on the past year. Reminding members that many parts of County Hall were out of use due to the RAAC concrete in the roof. The anticipated expensive repairs were hard to consider in contrast to the high demands of other responsibilities including School Transport and Social Care. Financially the CC is now borrowing out of reserves. Support for Worcestershire on Demand bus service was increasing but further promotion required to attract others to appreciate the benefits of this service. It was noted an increasing number of young adults were enjoying the benefits of the facility. Unlikely to ever see the return of a timetabled service. Members expressed disappointment about the reported demise of the County Council My Parish Website.

Further comments on the forthcoming Rally. It was subsequently **agreed** with 5 in favour and 1 against not to object but to monitor how the event passes off to inform future action. This is subject to the organisers fulfilling all health and safety requirements, risk assessments and informative consultations with residents. This in conjunction with the other relevant authorities, The Commoners and Malvern Hills Trust as they ultimately seek the permit to close roads from WCC Highways for this event despite this being presented to parishioners as if fait accompli.

36/24 Councillor Responsibilities

Councillor areas of responsibility were confirmed as:

Mike Wilkinson: PC Chairman

Nigel Baker: Planning/Parish Hall Trust

Jeremy Hubbard: Vice-Chairman,

Dawn Fisher: CEG

David Smallwood: Highways & Lengthsman

Rosemary Powell – 4C's

Hilary Flanders: Footpaths

37/24 Finance Report

Annual Return

- a) Approval of the Accounts 2023/24 completing AGAR Part 2. Thanks to Chairman for his consideration over the accounts.
- i) **The Certificate of Exemption approved & signed by chairman and RFO** and will be submitted to auditor.
- ii) **Internal Audit completed.** Thanks to Mrs Cotterell for her support in this matter.
- iii) **Section 1 - Annual Governance Statement 2023/24** was read out to members of the council. It was **RESOLVED** that this be **approved and signed by the Chairman.**
- iv) **Section 2 - Accounting statement.** It was **RESOLVED** that the Accounts presented by the RFO for the Financial year **2023/24 be approved and signed by the chairman and RFO**

b) Finance Report:

	£	£	
Balance: 7 March 2024		6164.47	
Add Income	2629.50 313.50 236.50 60.00 310.00		MHDC ½ yr Precept WCC Lengthsman WCC Lengthsman Cllr Training AONB Grant
Total		3549.50	
Less Expenditure pre meeting	856.90		Clerk 4 th Quarter
		856.90	
Less Expenditure at meeting	313.50 455.63 72.00 40.00 1446.81 114.00 244.22		Lengthsman 22/23 WCALC Sub WCALC Training ICO Clear (Formerly BHIB) Insurance CEG Equipment Hire CEG Seed
		2686.16	
Balance at close of meeting 23 May 2024		6170.91	

Internet Banking: With more confidence in using business internet banking, the clerk asked to improve the present accessibility to payments on line in addition to continued use of cheque book. **Agreed** to proceed with this update.

38/23 Highways

In addition to his written report Cllr Smallwood noted the following matters:

- Cherry Orchard investigation continues with WCC in seeking a resolution. CCII was disappointed in the lack of a means to establish responsibility.
- Repairs to Foothills verge and
- Lengthsman agreement signed for 2024/25 with a budget of £2754.94

39/24 Environmental Group

Chairman updated members on the work presently underway in the churchyard and hoped there would be a working group later in the year to support the grass clearance and other activities.

40/23 Planning

Report of planning applications **received/decided** since last meeting was noted

M/23/00437/FUL	Land At (Os 7865 3821) Castlemorton	Change of use of land to 3 No. Traveller pitches and associated works including, 3 No. day rooms, 3 No. mobile homes, 3 No. touring caravans, and hardstanding. Additional information	Refused. Appeal APP/J1860/W/24/3339751
M/23/00957/FUL	Land at (OS 7853 3776) Castlemorton	Proposed holiday cabin and orchard tree planting.	Pending
M/22/00797/LB M/22/00798/HP	Cider Mill Barn Hollybush Ledbury HR8 1ET	Erection of single storey extension and alterations	Pending Decision
M/23/01341/FUL	Thistledome Church Road Castlemorton	Proposed Holiday Cabin	Pending Decision

	Worcestershire WR13 6BH		
M/23/01787/CLE	Caravan At Upper Orchard Cottage Hollybed Street Castlemorton	Certificate of Lawfulness for existing use of land for stationing a caravan for residential purposes	Refused
M/23/01761/FUL	Willow Tree House Castlemorton Malvern WR13 6DA	Replacement dwelling and exterior cladding/re-roofing to existing garage	Pending Decision
M/24/00184/CU	Meadow Barn Castlemorton Malvern WR13 6LT	Conversion of Existing Livery Stables to One Bedroom Holiday Accommodation	Approved
M/23/01683/HP	Ebenezer Castlemorton Malvern WR13 6BY	Demolition of existing single storey, brick, 3 bay garage and construction of replacement single storey 2 bay garage with home office in roof space	Approved
M/24/00379/FUL	Land At (Os 7845 3784) Castlemorton	Permission to retain existing storage areas which have been added to the original stable building	Pending Decision

M/23/00437/FUL: Chairman agreed to attend the appeal on behalf of the Parish Council on 23 July at 10am in Malvern.

41/23 Parish Hall Trust

Ref minute 23/24 Confirmed that the updated agreement between the Parish Council and the Charity was signed by both parties.

42/24 Potential Plans for Village Survey

Cllr Rollinson recently attended a CALC course on *Communicating with your Community and Engage with young people*. She had prepared a brief presentation for members to consider as regards a village survey. Discussion ensued on the way forward, how, and what topics to include. It was **agreed** upon proposal to pursue this potential survey as a way of engaging more with Parishioners. Cllr Rollinson would prepare a further brief with the information discussed, and with the kind offer of support from the DCllr, for presentation to members at the next meeting.

43/24 Correspondence

Particular mention of:

- CALC/NALC Updates including courses & training for councillors.
- Police Safer Neighbourhood Teams – Neighbourhood Matters Notifications
- National Grid Priority Services Register – Spring Poster
- D Day 80. 6 June – 9 June 2024
- Road closure of the Hollybush road A438 from Rye Cross to Herefordshire boundary for the purposes of creating drop kerbs. The anticipated period of closure is 10 days as of 30 May..
- Access for All : Removing barriers in Protected Landscape.
Malvern Hills National Landscape offering Parishes in the Malvern Hills National Landscape the opportunity to help make our protected landscapes more accessible to people of all ages and abilities. Defra is offering 100%- of-cost grant support to make access improvements in our National Landscapes, to help bring the benefits of spending time in nature to everyone, and the Malvern Hills National Landscape team can help you to apply. The project has to be completed by March 2025. Eg: Replacement of stiles with gates
- Town & Parish Council Conference with County Council - Wednesday 12th June .
Apologies from Castlemorton
- Updated Financial Regulations. Next Meeting
- Letter from Harriet Baldwin to chair re grants for halls

- Safety of Lithium ion Batteries and e-bikes and scooters
- Waste & recycling information. Suggest discussing with Environmental Group
- Malvern Hills Trust public consultation - Castlemorton 29 May Open session 3pm until 8pm
- Cancellation of El Dorado 2024 at Eastnor Park
- Exploring mobile infrastructure and investment in Worcestershire 10 April - Hybrid Meeting 23 May. Chairman attended and reported as: WCC seeking to improve mobile infrastructure and at present in conjunction with Atlas Tower Group who have expressed interest in building mobile phone infrastructure in parts of Worcestershire. Atlas have investigated and prepared statistical and topographical information pertaining to the area. If there is community interest, they can pursue and manage negotiations re land sites, seek the necessary permissions and to proceed with the installation under a formal business arrangement. **Agreed** to ask Atlas to attend a parish council meeting to explain their supporting evidence further. Meanwhile parish interest will be sought via village communications.

44/23 Meetings

- The recent 4C's meeting March 2024. **Minute 26/24** Vegetation near Hartspool would be investigated and Sunnyside path would be considered for removal in the subsequent publication of Trust maps as overgrown and not accessible.
- CALC Meeting offered information about potential for schools to apply for section 137 funding and update from Chief Inspector Brian Gibbs on policing in the local area.

45/23 Next Parish Council Meetings

RESOLVED that the next meeting will be Thursday 11 July 2024

Subsequent Meetings:

Thursdays: 5 September, 7 November, 9 January 2025, 6 March, 22 May (Annuals)

Meeting concluded at 9.45pm

Signed Date.....