

# Birtsmorton Parish Council

Draft Minutes of Annual Meeting of Birtsmorton Parish Council held on **Monday 13 May 2024** at 7.45pm in Castlemorton Parish Hall. (Armitage Room) following the Annual Parish Meeting

**Present:** Chair: Michael Barnes  
**Councillors:** Vance Withers, Julie Moore, Simon Yates, Michael Licqurish-Coleman, Mark Henderson and Karen Hood

**In attendance:** Clerk

**Public Comments:** None

## **15/24. Election of Chairman**

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

## **16/24. Election of Vice Chairman**

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

## **17/24. Apologies for Absence.** None

## **18/24 Declarations of Interest**

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* None
3. *To consider written requests from councillors for the council to grant a dispensation (S33 of the Localism Act 2011)* None

## **19/24. Confirmation of Minutes**

Minutes of meeting of 14 March 24 confirmed and signed as true record

## **20/24. Matters Arising**

None from the minutes.

## **21/24. Finance Report.**

### **1. Approval of the Accounts 2023/24 completing AGAR Part 2**

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 1 April 2024.** Thank you to Mrs Anne Cotterell for the completion of this task as independent examiner and Cllr Withers for his time in viewing the paperwork.

c) **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.

#### **d) Section 2 - Accounting statement**

It was **RESOLVED** that the Accounts certified and presented by the RFO for the Financial year 2023/24 be approved and signed by the chairman.

### **2. Current financial situation:**

	£	£	
<b>Balance</b>		<b>6081.85</b>	
<b>Income pre meeting</b>	2.00 1056.00		Nutshell MHDC Precept
<b>Expenditure pre meeting</b>		<b>1058.00</b>	
<b>Expenditure at meeting</b>	200.99 196.00		WCALC Zurich Insurance

		<b>396.99</b>	
<b>Balance at end of meeting</b>		<b>6742.86</b>	

**Insurance:** Receipt of a revised invoice from present insurance provider Clear Councils (formerly BHIB) for a 3 year LTU £318.20. Clerk sought alternative quote from **Zurich Insurance** for £196.00 and Cllrs **agreed** to accept this quotation for the Parish Council insurance provider for 2024-25

### 22/23 Parish Drainage/Lengthsman

**Ref: 09/24** - Follow up to Coombe Green excess water, WCC has raised an order to jet wash drains. Discussion ensued that it appeared this work had been completed. Agreed to monitor this stretch of road over the coming months.

It was further mentioned that there are presently several ditches in need of clearance and how to raise owners' awareness of responsibility to avoid the consequences of flash flooding.

Suggested that drains were cleared along Watery Lane to Rye Street, Clerk to investigate and report. Arrange for lengthsman to clear stile access to footpath by the telephone exchange.

### 23/24 Nutshell

The tenant has completed the new annual agreement and paid rent.

### 24/24 Planning

M/24/00105/AGR	Poultry Farm Newlands Farm Birtsmorton Malvern WR13 6JT	Steel framed building for the storage of fodder and equipment	Application Approved
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### 25/24. Correspondence

Particular mention of:

- CALC/NALC Updates
- Police Safer Neighbourhood Teams – Neighbourhood Matters Notifications.
- D Day 80<sup>th</sup> Anniversary 6 June 2024
- WCC & P&T Council conference 12 June at Wyre Forest
- Report from 4 C's March meeting: A meeting has been arranged with the new Malvern Hills Trust CEO who will join Castlemorton Parish Council at its next meeting to introduce herself and to talk about the proposed updates and changes to the Malvern Hills Acts. An invitation is extended to Birtsmorton Councillors to join this meeting.
- Letter from MP
- National Grid Priority Services Register
- Exploring mobile infrastructure and investment in Worcestershire (*Post meeting it was noted this requires response and was subsequently actioned*)
- Information re telegraph poles and internet. Fibre broadband to all.
- Forthcoming road closure of A438 30 May up to 10 days.
- Malvern Hills CALC Meeting 25 April
- Access for All - Funding from Defra with the support of National Landscapes (AONB)
- Update on Financial Regulations to be actioned at next meeting
- Update on 3 Shires Rally. Representative attending Castlemorton Annual Parish Meeting 23 May.

### 26/24 Parish Council members responsibilities

Cllr Withers - Planning and to instigate site meeting in conjunction with chairman.

Cllr Henderson – Highways

Cllr Moore – Coombe Green

Cllr Yates – 4C's

**27/24 Meeting Report**

Cllr Yates reported on recent 4Cs meeting. Topics included new CEO at Malvern Hills Trust, Deborah Fox., forthcoming discussions re action on the new Act of Parliament, use of parking areas and the lack of graziers. All details on the Trust website. <https://www.malvern hills.org.uk/looking-after/board-meetings-and-committees/castlemorton-commons-coordinating-committee/>

**28/24. Confirmation of date of next meeting**

The next meeting date: **Monday 9 September 2024 at 7.00 pm** in Castlemorton Parish Hall

The meeting closed at 8.40pm

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