

PEOPLETON PARISH COUNCIL

Clerk Lisa Cope, Email: peopletonpc@gmail.com Tel: 07773793185
Address: Walcote, Top Street, Charlton WR10 3LE

Minutes of the Annual Parish Council Meeting held on Wednesday 15th May 2024 at 7.30pm in Peopleton Village Hall

Members and Officers present: Cllrs Mason, Wall, Bailey, Harbon and Darby and Povey.
In attendance: Clerk & 5 members of the public

1. **Election of Chair.** Cllr Mason was elected as Chairman, proposed by Cllr Wall, and seconded by Cllr Bailey. Acceptance of office was signed by Cllr Mason.
2. **Election of Vice Chair.** Cllr Harbon was elected as Vice chair, proposed by Cllr Wall and seconded by Cllr Mason
3. **Co Option-** None to consider.
4. **Apologies:** Cllrs Phillips, Bailey, MacCalman and WCC & WDC Robinson
5. **Declarations of Interest:** None
Register of Interests: Councillors are reminded of the need to update their register of interests.
To declare any Disclosable Pecuniary Interests in terms on the agenda and their nature
To declare any Other Disclosable Interests in items on the agenda and their nature
Written requests for the council to grant a dispensation (S33 of the Localism Act 2011) are to be with the clerk at least four clear days prior to a meeting
Councillors who have declared a Disclosable Pecuniary Interest, or an Other 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.
6. **Standing orders** were adopted by all Councillors.
7. **Code of Conduct** was adopted by all Councillors.
8. **Scheme of delegation was adopted and members were appointed to the following working groups:**
Staff working Group: Cllrs Mason, Phillips and Harbon.
9. **The following documents were adopted by the Parish Council:** Financial regulations, Risk assessment, Asset Register and Insurance Requirements.
10. **Minutes:** Minutes of the Annual Parish Council meeting held in May 2023 were approved as true and accurate and also the minutes of the Ordinary Parish Council Meeting held on 13th March 2024
11. **Councillors were appointed to the following roles:**

Village Trust	LB
Village shop	TM
Safer neighbourhood team	DH
Lengthsman	LB
Rights of Way	LB
Website	TM
Flood Alleviation Group	DW
12. **County & District Councillors' report:** As covered in the Annual Parish Meeting minutes
13. **Planning**
The following planning application was considered, with no objections:

W/24/00571/HP	High House Monks Way Peopleton Pershore WR10 2EH	Proposed garden room.	Pending Decision
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The planning Appeal ref APP/H1840/W/24/3338762 for Norchard View was discussed but Cllrs agreed that no further comment is required at this time.

14. Progress reports:

All reports were covered in the Parish meeting minutes, however thanks were made to Cllr Harbon and Wall for their time involved with meetings before the Beltane Bash and Cllr Bailey expressed thanks to Steve Smith for his excellent work as Chairman of the Village Trust.

Highways matters- Cllr Bailey expressed that there are two problems on the lane from Peopleton to White Ladies Aston. The lane is very eroded due to off road vehicles and requires attention and the foot bridge has rotted in places- Clerk to report to Highways.

15. Finance

a) All Cllrs approved the end of year accounts circulated by email along with the following AGAR forms were approved and signed by Cllr Mason.

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

b) The followed payments were approved to be paid:

Lengthsman March	£96.00
Clerk's salary	£593.96
Clerk's expenses	£31.52
Lengthsman April	£TBC
Clerk tax HMRC	£59.00
PATA Payroll	£16.85
Worcestershire CALC	£438.35
Limebridge mowing April	£702.00
Refreshments Parish meeting	£50.00

16. Land acquisition

Cllr Mason explained that an area of land in the village known as 'Lomax Field' may be shortly coming for sale and previously the Parish Council had expressed an interest in acquiring an area such as this and establishing a community orchard for the village.

Through initial research Vale Landscape Heritage Trust may be able to purchase the land with a financial contribution from the Parish Council (of approximately £10k) and possibly Parish Lands contributing too.

Cllr Mason proposed to pursue this opportunity and communicate with the landowner on price and viability, Cllr Wall seconded this with all Cllrs in agreement.

17. Beltane Bash

Covered in Parish Meeting minutes item 9.

18. Correspondence for Information:

Correspondence from a parishioner regarding an enforcement issue- Clerk to follow up.

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19. Future agenda items and reports:

Cllr Harbon stated a resident had complained about vehicles parking on green verges in the village, Cllr Mason to look into using the notes on vehicles used previously.

20. **Wednesday 14th May 2025** is the date set for the next Annual Parish Council Meeting and **Wednesday 10th July 2024** will be the date set for the next Ordinary Parish Council Meeting in the Village Hall

The meeting closed to the Public

21. Confidential matter

All Cllrs had agreed following the Clerk's appraisal to increase the Clerk hourly rate from scale 21 to scale

22. Cllr Bailey expressed their thanks to the Clerk for their diligent work with all Cllrs in agreement.

..... Signed Chair Date

DRAFT