

KEMERTON PARISH COUNCIL

Clerk: Carol Chambers, 24 Old Meadows, Whittington Worcester, WR5 1TF, kemertonpc@hotmail.co.uk

Minutes of Kemerton Parish Council Meeting held at the Victoria Hall on Tuesday 5th November 2024 at 7.00pm

Those Present: Cllr Lisa Croft (Chairman),
Cllr Clive Carver (Vice Chairman)
Cllr Adrian Darby
Cllr O Alexander
Cllr Christina Kulukundis

Parish Clerk Carol Chambers

1 Apologies for Absence. Cllr Carver (Vice Chairman) Took the Chair

Apologies for absence were submitted by, and Cllr Andy Howel and Cllr Jo Wenham,

2. Declaration of Interests

None

3. Minutes of the previous meeting

The Clerk had circulated with the agenda the draft minutes of the meeting held on the 3rd September 2024. It was moved, seconded and **RESOLVED** that the minutes of the meeting held on 3rd September 2024 be adopted as a true record.

4. Clerks Update – Cllr Croft (Chairman) took the Chair

a) **CIL** - The Clerk reported that the Council had missed the last round of CIL funding and understood that there were no plans for another round of CIL.

b) **Police Commissioner's Community Fund - Safer Roads Fund**

The Clerk has applied for £3,999 funding to purchase 2 Vehicle Activation Sign, the funding addresses area-specific Road Safety issues within West Mercia. All funds for projects must be spent by 31 March 2025. Confirmation had been received that the application had been delivered. Kemerton Parish Council would be contacted within 4 weeks. It is noted that the funding is for the hardware only, delivery & installation would have to be paid by the Council

c) **National Planning Policy Framework (nppf) Consultation**

Kemerton Parish Council Comments on NPPF has been emailed & confirmation of receipt. A copy was put on the website.

d) **kemerton conservation area review**

The Clerk reported that Rosie Burton, BSc(Hons), MSc, IHBC, Conservation Officer for Wychavon and Malvern Hills DC had emailed the Clerk. The Clerk explained that due to the new growth-focused National Planning Policy Framework (NPPF) Kemerton Council needed the conservation review approved. Ms Burton advised that Kemerton was on the priority list and would get the conservation area proposals to the earliest committee. She explained that due to constraints she advised that the consultation would not start until after Christmas. She would email the final draft as soon as Sarah Lowe her team leader and another staff member has checked it through for mistakes and possible

omission of any additional information that may be available. It was **RESOLVED** that the Clerk email Ms Burton with Kemerton Parish Councils updates/amendments which had previously been emailed.

5. M5 junction 9 and A46 – Public Consultation

The Clerk has circulated a report which advised that Gloucestershire County Council had contacted Kemerton Parish Council with regards to an improvement scheme at M5 Junction 9 and A46 through Ashchurch. The report advised that the scheme would provide a new M5 Junction 9a south of Tewkesbury and re-route a section of the A46 between the M5 and Teddington Hands roundabout, a brochure with the proposals was also circulated with the report. Maps showed the 3 Options for the Western Sections, and also highlighted the 2 Options for the Eastern Sections. Public engagement would be open from 7th October 2024 until 2nd December 2024. The report was noted, and it was **RESOLVED** that Cllr Croft and Cllr Kulukundis attend the Parish and Community Liaison Groups meeting on Wednesday 6 November at 6 PM, which would be held at the Tewkesbury Borough Council Offices.

6. Financial Report

The Clerk had circulated with the agenda the following reports. Original Bank Statements and invoices were available at the meeting. It was moved, seconded and **RESOLVED** that the financial reports be approved.

a) **Receipts & Payments**

September 2024 total receipts £5,259.25 Total Payments £225.00 + Clerks Salary

October 2024 total receipts £700.00 – Total Payments £225.00 + Clerks Salary

b) **Bank Reconciliation**

Treasurer’s Account Balance as at 30th September 2024 £9,670.02

Treasurer’s Account Balance as at 28th October 2024 £9,839.02

Savings Account Balance as at 28th October £3,555.56

List of Direct Debits

Recipient	Frequency
ICO	ANNUALLY
PUBLIC WORKS LOANS	HALF_YEARLY

List of Standing Orders

Recipient	Reference	Frequency
M FAREY	LENGTHSMAN	MONTHLY
MRS CAROL CHAMBERS		MONTHLY

It was moved, seconded and **RESOLVED** that the invoice from the Royal British Legion for £25.00 be paid.

c) **Budget Review**

The Clerk has circulated with the agenda the Budget review up to 28th October 2024

Payments to date £5,750.56 & Receipts to date £13,513.42. The report was Noted.

d) **Draft Budget report for 2025-2026**

The clerk had circulated with the agenda a draft budget report for 2025-2026, with explanatory notes. The report contained 2 options for review. **Option A** included funds for a new VAS sign. **Option B** without funds for new VAS Sign, it was agreed to choose Option B in principal if the Council's funding application for the new VAS sign was successful. It was moved, seconded and **RESOLVED** that the final budget would be set at the meeting to be held on the 7th January 2025, as the tax base figure for 2025-2026 would not be available until mid December 2024.

e) **Internal Auditor for 2024-2025**

The Clerk had circulated with the agenda a report which reminded Members that for the 2023-2024 audit the Council had engaged Ruth Mullett BA Hons (Community Governance).

It was recommended that she be appointed for 2024-2025 internal audit.

Ruth Mullett's agreement terms and letter of engagement was also attached to the report.

It was moved, seconded and **RESOLVED** that Ruth Mullett be appointed as internal auditor for 2024-2025. Ruth Mullett's Agreement Terms for 2024-2025 was signed at the meeting.

7. **PLANNING APPICATIONS**

None

8. **CLERKS PAY SCALE REVIEW/APPRaisal**

It was moved, seconded and **RESOLVED** that this agenda item be deferred and a separated personnel meeting be set.

9. **ITEM(S) FOR FUTURE AGENDA AND COUNCILLOR REPORTS.**

Cllr Carver requested an update on the replacement/repairs of old street signage.

10. **Date Of Next Meeting will be held on 7th January 2025**