

PEOPLETON PARISH COUNCIL

Minutes of the Annual Parish Council Meeting held on Wednesday 14th May 2025 at 7.30pm in Peopleton Village Hall

Members and Officers present: Cllrs Mason, Wall, Bailey, Harbon, Killoran, Vickers, Turner and WCC & WDC Robinson.

In attendance: Clerk & 4 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 Wall was elected as Vice chair, proposed by Cllr Mason and seconded by Cllr Killoran
3. **Co Option-** An application had been received and circulated from Mr James McGhee, Cllr Mason proposed James was co-opted on to the parish Council, this was seconded by Cllr Wall and all in agreement. Declaration of office signed and register of interest form to be completed.
4. **Apologies:** Cllr MacCalman sent his apologies
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, Killoran and Wall.
9. **The following documents were adopted by the Parish Council:** Financial regulations, Risk assessment, Asset Register and Insurance Requirements.
10. **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
Local Planning	JV
Bowbrook School	TM
11. **Minutes:** Minutes of the Annual Parish Council meeting held in May 2024 were approved as true and accurate and also the minutes of the Ordinary Parish Council Meeting held on 12th March 2025
12. **County & District Councillors' report:** As covered in the Annual Parish Meeting minutes
13. **Planning**
The following planning application was considered, with no objections:

Application Number : W/25/00870/HP

Location: The Croft, Norchard Lane, Peopleton, Pershore, WR10 2ED Description of Proposal: front porch and single storey rear extension and change of windows Applicant : Mr & Mrs Trow

PEOPLETON PARISH COUNCIL

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

14. Stone Arrow Farm

Covered in parish Meeting Minutes

15. Beltane Bash Festival

All went ahead with little comment or complaints from local residents.

16. Community Orchard

An opening and naming ceremony is planned for the Orchard possibly around July- it is thought to be names 'The Lomax Orchard'.

A letter has been received from the family who sold the land stating how pleased they are it has all gone through and is now an Orchard for the village.

Stile for access to be replaced with a kissing gate.

17. Progress reports:

All reports were covered in the Parish meeting minutes.

With regards the website Mark Constanduros is currently sponsoring the monthly and annual fees, Cllr Mason proposed that the Parish Council reimburse the annual fees ongoing, this was seconded by Cllr Bailey and Cllrs in agreement to pay.

18. 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 2024/25
2. Approval of Annual Governance Statement 2024/2025
3. Approval of Accounting Statements 2024/2025
4. Approval of Fixed Assets
5. Approval of Proposed Dates for Exercise of Public Rights 2025

b) The followed payments were approved to be paid:

Lengthsman March	£176.00
Clerk's salary	£556.42
Clerk's expenses	£39.41
Lengthsman April	£184.00
PATA Payroll	£20.25
HMRC Clerk tax	£49.60
Limebridge March	£246.00
Limebridge April	£738.00
Worcs CALC Subscription	£466.02
VE Day costs Church	£250.00
Road Mirror Nigel Clay	£39.00
Tim Mason Photocopies	£7.82
Parish Meeting refreshments	£35.00

19. Correspondence for Information:

The Clerk shared that as part of the 2025/26 AGAR requirements the Clerk must have a gov.uk or org.uk email address- Mark Constanduros agreed to help look into changing this.

PEOPLETON PARISH COUNCIL

20. Future agenda items and reports:

None

21. **Wednesday 13th May 2026** is the date set for the next Annual Parish Council Meeting and **Wednesday 9th July 2025** will be the date set for the next Ordinary Parish Council Meeting in the Village Hall

The meeting closed to the Public

..... Signed Chair Date

DRAFT