

SUCKLEY PARISH COUNCIL

MINUTES OF THE ANNUAL PARISH COUNCIL MEETING

Held on Monday 12th May 2025 at Suckley Church, Suckley, Worcester, WR6 5DE

Minutes of the meeting are still draft until approved at the next council meeting.

Members Present.

Cllr R Lewis (Chair)

Cllr S Jew

Cllr A Mansell

Cllr H Ormerod (Vice Chair)

Cllr H Philpotts

Cllr R Roper

In Attendance

Clerk L Cleaver

3 x members of the public

82. APPOINTMENT OF:

(a) Chairman of the Council.

Richard Lewis proposed by Cllr Philpotts and seconded by Cllr Roper.

Declaration of acceptance of office duly signed.

(b) Vice Chairman of the Council.

Howard Ormerod proposed by Cllr Philpotts and seconded by Cllr Lewis.

83. CHAIRMANS WELCOME AND TO RECEIVE APOLOGIES.

Chairman welcomed everyone to the annual meeting of the parish council, no apologies received.

84. DECLARATIONS OF INTEREST

Nothing for consideration

86. MINUTES

Minutes of the parish council meeting held 14/04/2025, proposed by Cllr Jew and seconded by Cllr Mansell and agreed by all that the minutes be signed as a true and accurate record. The chair signed the minutes accordingly.

87. PLANNING – Malvern Hills District Council

(a) Nothing for consideration.

(b) Decisions (for information only) nothing to be noted.

88. PLAYING FIELD WORKING GROUP (PFWG)

(a) Considered by all the application to Malvern Hills District Council for a Community Grant Legacy Scheme as outlined by District Councillor Whatley making use of this grant to benefit the area. It had been clear that the councils own lottery aimed to make funds available for much needed improvements to the facilities at the playing field although welcomed would be insufficient to make much impact given the scale of improvements sought. Therefore the opportunity to obtain further funds needed. A discussion took place with regards to the two categories of grant funding available, Tier 1 and 2. After further discussion it was unanimously agreed for Councillor Ormerod to complete the draft application, the clerk to submit the completed version and progress under Tier 1 which required no "match funding" The grant sort for the improvements to the pavilion together with the replacement boarding to the all-weather pitch. Under the MHDC Community Legacy Grant Award Scheme £8595 estimated excl vat for the pavilion upgrades, plus a further estimated amount of £6400 excluding vat for the all-weather pitch improvements.

89. REPORTS

(a) Clerks.

The clerk had attended an online event Thursday 27th February hosted by Worcestershire CALC entitled "**Create A Healthy Heart District**". During the event, discussions around the need for Trauma/Bleed Kits and their role in the community, these being freely offered by Worcestershire County Council. The clerk had applied for said grant award which had been successful, subject to the terms of the grant award agreement being signed by the parish council.

Community First Membership £10.

Following the last parish council meeting, the above progressed. A year's membership would be £50 for help fact sheets and not on line. This matter to be progressed at a later date should the parish council require.

EDF Electricity at the Pavilion.

The electricity tariff "fixed business for 3 years" contract end date 20th June 2025, Cllr Mansell has the matter in hand.

EDF asked to install a new meter at the pavilion on 22nd April, Cllr Ormerod to accommodate the visit. However due to EDF resource restrictions the engineer did not attend. Due to the inconvenienced caused a £40 credit had been applied to the councils electricity account.

Email Address.

The new practitioners guide has been published. There would be a new assertion on the AGAR for the next financial year 2025/2026. This will be around Digital and Data Compliance. One of the requirements: every authority must have is a generic email account, hosted on an authority owned domain. If not "no" to this assertion. The clerk to look into this matter and report back to the parish council later in the year.

Bridge Reported. Rotten bridge reported 17th April 2025 (#77585) to WCC footpath ref 711C. Concern raised because runners of the Suckley Marathon to use on 3rd May. Site visit by WCC 23rd April 2025.

90. COUNCILS POLICY DOCUMENTS CONSIDERED.

- (a)** Financial Regulations
- (b)** Standing Orders
- (c)** Code of conduct

Having reviewed the three documents by all, it was unanimously agreed to keep without any further change, documents to be posted on the council's e-services website.

91. GRANT APPLICATIONS TO BE CONSIDERED

(a) **WCC** - Considered by all the provision of grant funding £102.44 from Worcestershire County for a Public Health Trauma Kit. Unanimously agreed the grant funding provision be accepted.

(b) Grant application - the Suckley Womble.

The grant application received in line with the councils grant policy for the annual May 2025 litter pick (womble). Up to 55 regular and 30 volunteers attending each womble held twice a year. Councillors felt the litter pick (womble) a good thing for the village. After consideration agreed by all a £100 grant (cheque number 1192) for the May 2025 womble. The November womble if decided to hold to be considered later in the year.

(c) Grant application - the Suckley Festival 2025

At this point the chairman received concerns from two parishioners over this application. Please see notes at the end of the minutes. The grant application received in line with the councils grant policy. The festival to provide the parish with a fun packed, family –friendly festival to be enjoyed by all. The council acknowledged the concerns raised by the two parishioners and noted that last year the council provided £800 of support. Budget remaining for this year under the grants section also considered. The festival was not run by the parish council and the parish council could not insist that the festival be moved away from the church. The council discussed the benefits the event offered to the parish. After a lengthy discussion it was agreed unanimously to support the event by way of a £100 grant award (cheque number 1193).

92. APPOINTMENT OF MEMBERS

Reviewed by all the current arrangements for members on parish council groups and representation on external groups. Having considered the list it as agreed by all to continue without any change. A copy to be posted on the Councils e-services website.

Parish Council Groups

Playing Field	Working Group	Cllrs Mansell (Chair), Lewis, Ormerod, 7 co-optees no voting rights.
Playing Field Checkers	Special Responsibility	Rota to be submitted.
Staffing	Line Manager	Cllr R Lewis (Chair)
Police Crime, Speeding, Traffic & Road Safety	Special Responsibility	Cllr S Jew
Planning	Special Responsibility	Cllr S Jew
Website	Administrator	Clerk L Cleaver
Lengthsman	Administrator	Clerk L Cleaver
Facebook - Parish Council	Administrator	John Sutton (non-council member)
	Article/publications	Cllr Mansell
Facebook - Suckley Playing Field	Administrator	John Sutton (non- council member)
	Article/publications	Cllr Mansell
Custodian of various PC materials	Special Responsibility	Cllr Mansell
WhatsApp	Administrator	Cllr Ormerod
Defib Checker	Playing Field Checker	L Reynolds (non- council member)

External Groups

John Palmer Educational Foundation	Representative	Cllr Roper
The Suckley Charities	Representatives	Cllrs Ormerod & Roper.
Alfrick Educational Charity	Representative	Cllr Mansell
The Hill Trust	Representative	Cllr Ormerod
Worcestershire CALC	Representative	Cllr R Lewis (Chair)
Footpaths	Special Responsibility	Cllr R Lewis & Philpotts
Sphere	Liason /publication	Cllr Mansell
Suckley School	Liason	Cllr Philpotts

93. FINANCE –

(a) **Bank Reconciliation.** To the end of March 2025 (financial year end), circulated ahead of the meeting and scrutinised by all. The council's current account ended £15,729.01 and playing field account £197.26. The cheque unrepresented 00296 would need to be addressed at the next meeting. With no further comments the reconciliation signed by the chair.

(b) **Budget v actual** figures to the end March 2025 (financial year end), scrutinised by all. Budget spend £17,090.00 actual spend £19598.30
Income: budget £16059.00 actual £21,698.33

(c) APPROVAL OF PAYMENTS

Proposed by Cllr Lewis and seconded by Cllr Roper to make the following payments two signatures required for cheques:

Playing Field account:

£ 54.00 Cheque 0300	MHDC business rates pavilion due 1 st June 2025
£ 155.00 Cheque 0301	Community First, pavilion appraisal (po 2501) 25/03/2025
£ 100.00 Cash	Lottery - first prize May draw ticket 42.
£ 50.00 Cash	Lottery - second prize May draw ticket number 5

General funds account

£645.85 Cheque 1189	L Cleaver clerks salary April 2025
£ 30.61 Cheque 1190	L Cleaver clerks expenses April 2025 as circulated.
£ 80.28 Cheque 1190	To reimburse the clerk, payment of the replacement defib pads and 1 x missing AED Starter Kit
£455.52 Cheque 1191	Worcestershire CALC yearly subscription

(d) PLAYING FIELD ACCOUNT

Noted by all direct debit payments taken March 2025: Water Plus £11.65, EDF £39.81

(e) PARISH COUNCIL GENERAL ACCOUNT

Noted by all, automatic monthly receipts March 2025, St. Johns Football Club £130.00, bank interest £18.11

Noted by all that the interest paid on the councils business account for the tax year ending 5th April 2025 £264.95

94. CONTRACTOR RENEW CONSIDERATION

Lengthsman payment increase request considered and agreed by all that the chairman contact the lengthsman and discuss his increase request for the year 2025/2026 and only if no agreement sort, would the increase be accepted and the

contract with Worcestershire County Council for the year 2025/2026 be approved.

95. DEFIBRILLATOR PURCHASE

Considered by all that the following purchase to be made when grant award payment received. Considered by all the Ipad SP1 semi-automatic v the fully automatic. Having considered the difference as outlined by Cllr Mansell, it was agreed to purchase the fully automatic defibrillator complete with cabinet (open not locked), AED starter kits (gloves, wipes, face shield, Tuffcuts and Razor) and defib pads. £1281.95 plus shipping cost and vat for the site at Longley Green.

96. WARD BUDGET 2025/2026

Considered and agreed by all an application to be made of £495 towards a cabinet for the Trauma/Bleed kit.

97. TO RECEIVE REPORT OF PARISH COUNCILLORS

Cllr Ormerod confirmed that EDF had not attended their agreed meeting to upgrade their smartmeter hence the compensation was awarded as outlined in the Clerks report of £40.

98. MEMBERS TO RAISE ISSUES FOR DISCUSSION AT THE NEXT MEETING

Three year forecast (Parish Clerk)
Extra waste bins (Cllr Ormerod)
All outstanding matters from April's parish council meeting.

99. CONFIDENTIAL MATTERS

The Council may resolve to close the meeting to members of the public in order to discuss matters relating to confidential matters such as contacts, legal action staffing, as allowed by the Public Bodies (Admission to Meeting) Act 1960

100. TO CONSIDER A REPLY TO DOCUMENT MARKED IN CONFIDENCE FROM A MEMBER OF THE PUBLIC

This agenda item discussed and agreed it should be deferred until Junes meeting in order to give the Clerk and Councillors further time to consider the seven page document.

The meeting finished 6.55PM

Signed *Dated 9th June 2025*

SUCKLEY PARISH COUNCIL MEMBERS: _

Cllr Richard Lewis Chair, Cllr Simon Jew, Cllr Andrew Mansell, Cllr Howard Ormerod, Cllr Helen Philpotts, Cllr Rebecca Roper.

NOTES

GRANT AWARD – SUCKLEY FESTIVAL.

The information below handed to the Clerk at the meeting and discussed when considering minute number 91 (c).

The pc will be aware of how many pensioners there are in the village and that taking away the winter fuel allowance and the rising cost of many items including the parish councils share of the council tax is putting a lot of them under financial pressure. While they may understand that the parish council finances need support they may find it difficult if the parish council gave away money to private organisations that is well capable of supporting it self from previous profits or from future profits as they are the main beneficiaries, I am of course referring to the church festival which very few pensioners and many others would not go to because they believe it wrong to allow drinking in the graveyard and dancing on the graves. The festival should be moved to the playing field.