

	MINUTES OF THE ANNUAL MEETING OF THE SHELSLEYS PARISH COUNCIL Held in the Village Hall on 13th May at 7pm in the year 2025
	Present: Val Jones, Louise Hutton, Laura Taylor, John Stinton, Dave Bates, David Belfield, Carole Warren and Jean Hammond
	In attendance: The Clerk.
1.1	Election of Chairwoman: Val Jones was proposed, seconded and duly elected. Mrs Jones signed the Acceptance of Office.
1.2	Apologies: Councillor Karen Metcalfe (accepted) District Councillors Pam and Paul Cumming and County Councillor Justin Bowen.
1.3	Election of Vice Chairman: Louise Hutton was proposed, seconded and duly elected.
1.4	Declaration of Interest: None.
	Public Question Time: None.
1.5	To note the Code of Conduct: Members were reminded of their obligation to abide by the adopted Code.
1.6	The Council's Scheme of Delegation: Planning comments between meetings to be collated by the clerk and reported to MHDC. Finance, emergency payments up to £100.00 may be made between meetings.
1.7	To review Council's Financial Regulations, Risk Assessment and Insurance. Financial Regulations: Insurance Renewal. The cover is considered adequate and it was agreed to renew the policy in the same terms. The three year fixed term option will be taken Risk Assessment. No change. Jean Hammond will replace Laura Taylor on the Lloyds Bank Mandate.
1.8	Appointment of individual offices including: The following were agreed. Shelsley Walsh Hill Climb Liaison Louise Hutton. Tree Warden John Stinton. Footpaths Warden Karen Metcalfe and a new post of Safety Officer David Belfield. Laura Taylor is to act as liaison between the Parish Council and the Village Hall Management Committee. The Clerk to write formally to the VHMC to advise of this appointment.
1.9	To nominate the next two Councillors to attend the Worcestershire CALC Area Meetings. Councillors will be advised of the dates when those attending may be decided..
1.10	Minutes: To approve the minutes of the ordinary meeting held on March 11 th 2025. The minutes were accepted as a true record of events and signed by the Chairwoman.
1.11	District and County Councillors' Reports: There were no reports. The new County Councillor is Justin Bowen.
1.12	Midland Automobile Club: Liaison Councillor Hutton had recently spoken with the MAC and there was nothing of note to report.

1.13	<p>Lengthsman: The worksheets were accepted. The Lengthman's contract for 2025 – 2026 with Worcester County Council has been renewed. Lengthsman's Annual Contract for services with the Parish Council will be renewed with agreed payment terms.</p>
1.14	<p>Highways and Footpaths: Two pedestrian warning signs agreed with WCC are now in place. It was agreed more are needed and WCC will be contacted. An assessment of potholes in the parish should be made. The damaged, and badly repaired road edge by the Shelsley Beauchamp bungalows has yet to be rectified despite a request from the Parish Council. A solution must be found and it is of some urgency to avoid damage to vehicles. The spring flowing on to Fetterlocks Lane is on private land. Councillor Hutton will contact the landowner.</p>
1.15	<p>Progress Reports: Superfast Broadband. Councillor Hammond reported that there has been little progress on the scheme involving Pard House Lane and surrounding properties. New government advice is that the 14% of properties currently with inadequately fast broadband will be connected to superfast broadband by 2030. The trees planted by the Parish Council will be inspected. Councillor Belfield will straighten one which appears to be leaning.</p>
1.16	<p>Urgent Decisions: None.</p>
1.17	<p>Moving to a .gov domain name: CALC has advised the clerk that a change in email address is required before the 2025 2026 Audit is submitted. Councillors approved this change and the clerk will proceed.</p>
1.18	<p>End of Year Accounts 2024 2025: The end of year accounts were agreed and accepted in advance of the Audit requirement. The Internal Auditor has inspected the figures, minor adjustments of under and overpayment due to standing order differences were necessary throughout the year. Some typographical errors were highlighted.</p>
1.19	<p>Audit: The Chairwoman and Clerk completed the exemption certificate which will be forwarded to PKF Littlejohn the appointed external Auditor.</p>
1.20	<p>Audit: Section 1 was agreed and completed by the Clerk and Chairwoman..</p>
1.21	<p>Audit: Section 2 of the Annual Audit was completed. The Parish Council is very grateful for the assistance of the Internal Auditor Richard Bettinson and thanks were noted.</p>

1.22	<p>Finance: The following payments were agreed.</p> <table> <tr> <td>CALC subscription.</td><td>£332.32</td></tr> <tr> <td>Clerk expenses.</td><td>£99.71</td></tr> <tr> <td>Insurance Policy</td><td>£395.66</td></tr> <tr> <td>Lengthsman</td><td>£144.00</td></tr> <tr> <td></td><td>£971.69</td></tr> </table>	CALC subscription.	£332.32	Clerk expenses.	£99.71	Insurance Policy	£395.66	Lengthsman	£144.00		£971.69
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1.23	<p>Planning: M/25/00580/CLE The Grange Shelsley Beauchamp. There was a lengthy discussion as Councillors were concerned that the application details were vague. The comments raised will collated and will be submitted by the clerk.</p> <p>Malvern Hills District Council planning decisions. M/24/01643/LB Shelsley Walsh Hill Climb repairs and restoration to the Granary and Cart Barn. Approved.</p>										
1.24	<p>Defibrillator: Councillor Belfield maintains weekly checks. There was discussion on whether the code should be freely available. It was agreed not to as the Ambulance Service (999) will provide this when required..</p>										
1.25	<p>Correspondence for Information and Circulation: All other correspondence for information delivered via email has been circulated. There was no further discussion.</p>										
1.26	<p>County Association of Local Councils: To consider attendance at forthcoming training events (previously emailed) and information received. A letter to Councillors regarding devolution and future changes in the county was read out.</p>										
1.27	<p>Councillors' reports and items for future agenda: Broadband.</p>										
1.28	<p>Date of next meeting: The date of the next meeting is confirmed for July 8th 2025 7pm Village Hall Future confirmed date is September 9th 2025</p>										
	<p>Councillor Warren left the meeting at 20.10 The meeting concluded at 20.50 J Speyer May 14th 2024</p>										