

SUCKLEY PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING

Held on Monday 9th June 2025 at the Parish Councils Playing Field Pavilion
Suckley, Worcester, WR6 5DE

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

Members Present.

Cllr R Lewis (Chair)
Cllr H Ormerod (Vice Chair)
Cllr S Jew
Cllr A Mansell
Cllr H Philpotts
Cllr R Roper

In Attendance

Worcestershire County Councillor Christopher McSweeney
Clerk L Cleaver
0 x members of the public

101. CHAIRS WELCOME AND TO RECORD APOLOGIES

The chair thanked everyone for attending the meeting, especially Christopher McSweeney our new Worcestershire County Councillor. A thank you sent to all who made the Annual Parish Meeting a success. Apologies received from District Councillor Peter Whatley, no apologies received from District Councillor Sarah Rouse.

102. DECLARATIONS OF INTEREST

Cllr Helen Philpotts declared an interest in planning ref M/25/00775/FUL.
Disclosable Pecuniary Interests (DPI):
Cllr Howard Ormerod cheque 305 lottery payment
Cllr Helen Philpotts cheque 306 replacement cheque

103. GRANT A DISPENSATION

Nothing considered

104. PUBLIC PARTICIPATION

The chair adjourned the meeting for Public Question Time.

(a) No questions received

(b) **Public presentation(s)** planning. The Council received a planning concern with regards land at Lower Barrow Cottage, Suckley built a few years ago, in which its planning validity queried. The council would consider but it's on wheels/mobile.

(c) **Report from County Councillor Christopher McSweeney**

Having been in the position as County Councillor for such a short period of time it's been

difficult to know what to report. He'd cycled to the meeting from home, it was a pleasure to join the council meeting this evening and would explain to the parish council what he could. Following a full council meeting, the leader of the council was a Reform member, Reform having 27 council members, 12 Conservatives, Green Party 8, 6 Lid Dem and so on. Leader of the council went unopposed. With such a cross party of members it may prove difficult for Reform to bring items of change. Email contact information for Christopher McSweeney cmcsweeney@worcestershires.gov.uk.

Following the report an enquiry made regarding the possibility of help toward the funding of a Trauma Kit cabinet, which they would consider.

(d) Report from District Councillor Sarah Rouse

No report for consideration.

(e) Report from District Councillor Peter Whatley

District Councillor Peter Whatley was unable to attend the parish council meeting, the report read out by the council's chairman.

Malvern Hills District Council (MHDC) had elected a new administration for the year 2025/2026 which was substantially the same as last years, though with even less fewer roles for councillors not part of the voting block which keeps the administration in control.

Functions intended to provide checks and balance on the administration such as Overview and Scrutiny are now staffed by members of the same voting group. Things remain quiet in terms of plans and policies, as outlined in the previous parish council meeting. The only substantial development is the beginning of a public consultation process regarding the future of Worcestershire's District and County Council structures. This will take the form of a survey, open until June 29th, with considerable background reading available for those residents interested. The document and survey can be found at

<https://shapeworcestershire.org/>

Finally he was pleased to tell the parish council that he had funded grants from his ward budget towards the trauma cabinet and the Suckley festival. Those funds should be received by the relevant group within the next 10 days.

(f) School report Cllr Helen Philpotts

Cllr Philpotts was pleased to report that following an inspection of Suckley Primary School by Ofsted, the school acknowledged as "outstanding" over all six categories, one category in particular being, that pupils felt safe and cared for.

On Monday the extension to the Eagles classroom would commence, which would run for 14 weeks, ending hopefully September. The extension was not to provide more children's spaces, but support the need for more room.

June 19th would be the school's Sports Day, all parish councillors welcome to attend. From 3pm until 5pm that day a Summer Fair, an event open to everyone.

Five/six year olds would be having a coach trip to Clee Hill.

Following the report the chairman congratulated the school for its achievement following the Ofsted report.

105. MINUTES

Minutes of the parish council meeting held 9th June 2025, proposed by Cllr Mansell and seconded by Cllr Ormerod and agreed by all, that the minutes be signed as a true and accurate record. The chairman signed the minutes accordingly.

106. PLANNING – MHDC

- (a) **Planning M/25/00775** The Barn, Lower Applegaard Farm, Suckley, Worcester, WR6 5DJ. Erection of two agricultural storage buildings
The council's decision – to register a "no objection".

(b) Decisions (for information only) none.

107. PLAYING FIELD WORKING GROUP (PFWG)

(a) Report.

The PFWG met 14th May 2025, the recent grant application to MHDC for the pavilion and the summer event discussed. On line banking consideration would form part of the councils July agenda. An update with regards that evenings lottery draw given by Cllr Ormerod. The draw that evening carried out by Worcestershire County Councillor Christopher McSweeney. Lottery first prize £100, ticket number 79, second prize £50, ticket number 103.

(b) Plywood Quotes from Cllr Jew

Considered by all the need for plywood sheets to replace the plywood delaminating around the children's platform. Quotes received for, 2 x 8ft x 4ft sheets:- £70 per sheet plus vat, plus £15 for bolts or £62.00 per sheet plus vat and bolts for a Chinese Mesh Trailer Board 18mm £148.80 delivered. It was therefore agreed unanimously to review the two quotes only and to accept the quote of £62 per sheet, the chairman to organise the purchase. Fitting would be done in-house, bolts required.

(c) Quotes for Signage

Considered by all, the need for signage by the brook. Prices varied from a ridge plastic of 1.2mm to 3mm thick or 3mm aluminium composite from £5 to £22. Yellow to be the default colour for cautionary signs. Size 300 x 200mm black/green for the children's area. Oblong warning sign or triangle available "Danger shallow water" black marking. Sign drilled or screwed. After a lengthy discussion agreed by all to order 3 x yellow danger signs as above 3mm thick, 1 children area "supervised" sign plus all the necessary fixing. Agreed by all total 4 signs (3 x water, 1 x play) plus mounting 3mm thick sign to a total cost of £200.

(d) Hire Agreement Form by Cllr Mansell

Consideration by all the Hire Agreement Form presented for the sports facilities and pavilion. It was unanimously agreed, this form to be accepted.

(e) Flowers.

Considered and agreed by all, as a thank you for their hard work in promoting the current lottery draw, flowers organised by the chair up to the value of £25 for M Cairns, reimbursing the chairman from the playing field account at July's meeting.

(f) New Electricity Tariff For The Pavilion.

Noted by all the current tariff 23.250p per day standing charge, 35.526p kWh of energy/electricity. As the current business agreement ends 20th June 2025 for Cllr Mansell & Cllr Lewis to have delegated powers to act on behalf of the parish council and agree a new tariff for the pavilion and report back at July's meeting, agreed by all.

108. REPORTS

(a) Chairmans

Following a discussion with the Fire Brigade, a fire exit door would not be required as the point from any fire to the door not 18metres. The Council would need to do its own fire risk assessment as they do not come out A fire risk assessment would be presented to the parish council in July. Advisable to have smoke alarms, signage on the door and illuminated tape. Part of the grant request to MHDC would cover these needs.

A discussion with the parish Lengthsman concerning his hourly rate took place. His request to increase his rate in line with other parish councils agreed for this financial year. To place on the website what their duties are and contact details for any work required.

(b) Clerks.

“Create A Healthy Heart District”. Trauma /Bleed Kits, terms of the grant award agreement signed by the parish council, waiting for confirmation of funding from WCC **Malvern Hills District Council – Rate Relief**. Following the recent unsuccessful application made to MHDC under the Mandatory and Discretionary Rate Relief scheme, MHDC do not support this application for parish councils. The council has reapplied but under the Discretionary Rural Rate Relief scheme, this application has also been refused as the district council are unable to apply reliefs to accounts in the name of a parish council. Therefore as it stands no relief can be sort and the parish council must continue to pay the full rates as applied.

Ward Budget Grant Application. Ward Grant Application submitted following Mays parish council meeting, a request for £495 towards an unlocked cabinet to position the Bleed Kit to be awarded by WCC (above Create a Healthy Heart District). Confirmation, that an award would be granted of £100 the same as Alfrick.

Agreed by all: the parish council to contact Worcestershire County Councillor Chris McSweeney for any help they may be able to give with regards the shortfall in funding for the cabinet for the Bleed Kit.

AGAR The period during which electors and interested persons may exercise rights relating to the Annual Return has been posted on the councils e-services website. For the council's financial year ending March 2025, this period will commence Tuesday 10th June until Tuesday 22nd July 2025

CPR & Defibrillator Training. Contact made with Heartstart of Malvern, who previously delivered training at Suckley village hall and would be happy to do so again. This training would be completely free of charge and last for 90 minutes. Minimum number of people 8 if travelling Suckley. Maximum number 20 people. Suggested training over the summer before the evenings draw in. Free of charge one or two sessions.

Agreed by all: to take up this training, to post related information on the councils Facebook and Website for anyone interested on a first come first serve basis. To contact the church with regards possible location for the event. Two training sessions, one in the afternoon and one in the evening. To be followed up with MHDC ‘Train the Trainer’ courses later in year.

109. COMMUNITY - PROJECTS/ITEMS FOR DISCUSSION/UPDATE

(a) Summer Event. One meeting organised so far and another tomorrow.

Organisation of the event on going. Insurance to be checked for the required walk.

(b) Extra Waste Bin Consideration. Cllr Ormerod brought this to the councils attention as raised by a member of the public. It appeared that MHDC would offer their service to empty the bin, but the cost to provide a bin from the District Councils preferred supplier £500 - £600 each unit. Location of bin/s also to be decided. With the cost consideration of £600 each unit when families are struggling financially, and the council having to turn down grant applications, it was agreed by all it would not be appropriate to take forward at this time.

(c) Trauma Kit Cabinet – Following the grant award funding by WCC for a trauma kit for the parish, noted by all that these kits are designed to treat heavy bleeding. Following a discussion it was agreed by all the most suitable location for all the village to use was to locate it by the school. However an outdoor storage cabinet needed. The first quote around £495 for a cabinet, however since then an unlocked and durable cabinet could cost £ 290 plus vat. Cllr Philpotts to speak to the school with regards the possible location on their property. Cllr McSweeney asked for any financial support they may be able to provide. Any shortfall to the value of £40 to be taken from “New Asset Replacement” budget.

(d) Thank you letter. Agreed by all for councillor Roper to write a suitable thank you letter on behalf of the council to the councils FB administrator for all their work and support so they know their appreciated.

(e) Have your say MHDC Government Reorganisation Survey. Having

considered Cllr Ormerod's request that the council write to recommend to replace county councils with two unitary councils, it was agreed not to support this recommendation but allow members to write individually. To post the information on the councils Facebook page for members of the public to see and reply if they so wished.

110. GRANT APPLICATIONS FOR CONSIDERATION

Grant application to the Football Foundation (75%) for a pair of junior goals, (25%) funded by the parish council to a maximum amount of £400 plus vat. This application only to be applied if 100% grant could not be obtained. Cllr Roper had 3 x quotes. One quote for £900 for the goal posts, the grant could be submitted to the Football Foundation without the need of any support from the parish council. However support of £900 from the parish council in first instance may be required which was agreed by all. To be reviewed again in July.

111. CO-OPTION

This item deferred until July to allow the possible co-optee time to recover and the policy document adhered to.

112. FINANCE –

(a) **Bank reconciliation** to the end of April 2025 scrutinised by all with no further comments the reconciliation signed by the chair.

(b) **Budget v actual** figures to the end of April 2025 scrutinised by all, no further comments received.

(c) **Asset Register** Cllr Ormerod gave an update with regards the progress being made in respect of the register for valuation purposes. However the valuation of one item in particular problematic but the register would be ready for consideration by full council in July.

(d) **Three year forecast.** As circulated. Further work required noted by all, a lot hinged on the success of the grant made to MHDC

(e) APPROVAL OF PAYMENTS

Proposed by Cllr Roper and seconded by Cllr Lewis and agreed by all to make the following payments, two signatures required:

Playing Field account:

£ 54.00	Cheque 0304	MHDC. Rates due 1 st July 2025 - Pavilion
£150.00	Cheque 0305	June lottery prize draw– Cllr Ormerod to be reimbursed.
£150.00	Cheque 0305	July lottery prize draw – Cllr Ormerod.
£ 95.85	Cheque 0306	Cllr Philpotts replacement chq 296 Oct 2024 not presented
£264.00	Cheque 0307	Smartcut. Football pitch only cut and let fly 14/4 & 29/4
£132.00	Cheque 0307	Smartcut. Football pitch only cut and let fly 12/5
£132.00	Cheque 0307	Smartcut. Football pitch only cut and let fly 29/5

General funds account

£645.85	Cheque 1195	L Cleaver clerks May 2025 salary
£ 54.06	Cheque 1195	L Cleaver clerks May 2025 expenses
£ 84.00	Cheque 1197	Duffy Regan, internal auditor work 2024/2025
£130.00	Cheque 1198	Transfer to the playing field account ref St. Johns Football

(f) PLAYING FIELD ACCOUNT

Noted by all , direct debit payments taken April 2025. Water Plus £11.65 & EDF £48.82

(g) PARISH COUNCIL GENERAL ACCOUNT

Noted by all, automatic monthly receipts April 2025, St. Johns Football Club £130.00, bank interest £16.26. To note that the £130 into this account from St Johns Football club to be transferred into the playing field account as noted above.

(h) EAR MARKED RESERVES.

Agreed by all the following: Lottery receipts £4500. Cash prizes £150 per draw x 12 months = £1800= net profit £2700 to be ear marked reserved on the playing field account for the improvements to the playing field .

113. AGAR (Annual Governance and Accountability Return 2024/2025)

Scrutinised by all the following reports sent to all councillors ahead of the meeting.

(a) Unanimously agreed to declare the council exempt from completing the annual return for a limited assurance review. The Certificate of Exemption completed as the smaller authorities annual gross income and expenditure did not exceed £25,000 and met the qualifying criteria.

(b) Reviewed and agreed by all the Annual Internal Audit Report

(c) Agreed and approved by all section 1 Annual Governance Statement (page 5)

(d) Agreed and approved by all section 2 Accounting Statement (page 6)

(e) The council to make the above documents available, together with the notice of inspection information and end of year budget, under the Transparency Code for Smaller Authorities public, by posting on the councils website.

114. TO RECEIVE REPORT OF PARISH COUNCILLORS

Nothing received

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

On line banking.

116. 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

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

This item deferred, from May meeting in order to give the Clerk and Councillors further time to consider the seven page document. Having reviewed said document a reply letter to be sent.

The meeting closed 21.43 hrs

Signed.....Dated 14th July 2025

SUCKLEY PARISH COUNCIL MEMBERS:

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