

BENTLEY PAUNCEFOOT PARISH COUNCIL

Minutes of the Ordinary Meeting of Bentley Pouncefoot Parish Council Held on Tuesday 20 May 2025 at 7.30pm in the Village Hall

Present: Cllr N Rands (Chair) C Wood – Clerk & RFO
Cllr A Boss
Cllr W Davies
Cllr S Evans (WCC Cllr)

Visitors: 9 members of the public – names entered in the signing in book

Public Participation:

- **Large Tree Branch Down at the corner of High Elms Lane** – The Parish Council had been contacted by a resident regarding a large branch down on an oak tree on the end of High Elms Lane, which was threatening to bring down BT cables. Cllr Rands had contacted BT who advised they would send out an engineer. No further action has been taken and the resident asked the Chair to pick this issue back up.
- **Foxlydiat Development** – A resident asked regarding the phasing of the Foxlydiat Development in regards to the 200 houses on Pumphouse Lane/Foxlydiat. The Clerk to be provided with the information on this matter from R Bewsher, to pass to the resident.
- **Co-opting members** – resident asked if there had been any interest following the voting forms relating to the Community Governance Review from residents wishing to join the council.
- **Speed limit** – Copyholt Lane.
- **Black Lake Lane roadworks** – bollards to be repositioned and signs / cones collected once the roadworks are complete.
- **Tyrells Farm** – Worcestershire Wildlife have planted the field. Visiting vehicles block the gateway, which is a passing point on the lane, making it tight for cars to pass.

1. Apologies Cllr Morgan

2. Minutes and Actions The Minutes of the Ordinary Meeting held on Tuesday 18 March 2025 were reviewed and approved. **Approved by all Councillors. The Minutes were signed by Chair Rands.**

3. Declarations of Interest

- a. Disclosable Pecuniary Interests in items on the agenda
Nothing to declare
- b. Other Disclosable Interests in items on the agenda
Nothing to declare
- c. Written requests to the clerk to grant a dispensation
The Clerk had not received any requests for a dispensation (S33 of the Localism Act 2011)

4. Police / SNT Update No issues, apart from a report of a motorbike acting suspiciously on Upper Gambolds Lane.

5. Village Hall Update Nothing planned until September / October. Various bookings throughout the summer.

6. Footpaths Update

No report in Cllr Morgan's absence.

7. CALC Issues / Updates

Worcestershire Wildlife Trust – explore the possibility of funding wildflowers / fruit trees for the Parish.

Cllr Davies to follow up

Provide details of the project to the Bentley Village Hall team.

Clerk to provide details

8. Road Safety Campaign

Copyholt Lane - Update provided to Cllr Evans from residents in attendance and Cllrs. Cllr Evans has offered to look into this issue on behalf of the Parish Council, given that WCC aren't willing to redesignate the lane from a 60mph to a 40mph limit.

Action: Cllr Rands to provide information to Cllr Evans

9. Social Media

No update.

10. Planning & Consultations

a) Foxlydiate Working Party

- Not compliant with original plan approved – nearest bus stop is Birchfield Road.
- Nothing for people with reduced mobility. No community transport for Foxlydiate.
- Orientation of houses – solar energy (to mitigate against no gas on site).

b) 25/00533/REM – Approval of Reserved Matters – Land to the West of Foxlydiate Lane and Pumphouse lane, Bromsgrove Highways, Bromsgrove, Worcestershire - Reserved matters application for the erection of 222 dwellings to include details of appearance and landscaping, layout, internal roads and scale of development pursuant to the approved hybrid planning permission (Ref: 16/0263) at land at Foxlydiate Lane and Pumphouse Lane, Webheath, Redditch ("Foxlydiate"). Reserved Matters application for the landscaping at Parcel 9 for development pursuant to the approved hybrid planning permission (Ref: 2016/077/OUT) at land at Foxlydiate Lane and Pumphouse Lane, Webheath, Redditch ("Foxlydiate") **(consultation expired; Parish Council's response submitted)**

c) Bentley Pauncefoot Community Governance Review Update

Cllr Rands explained the process with Bromsgrove District Council. Stressed the importance of responses from those wishing to ask Bromsgrove Council to give consideration to re-drawing the parish boundary lines, including time frames. Still valid, still open.

Action: Cllr Rands and Clerk to review the responses and progress.

11. Finance

a. **Bank Reconciliation** – Councillors were provided with bank statements and corresponding bank reconciliations for the periods to end of March 2025 and end of April 2025.

Bank statements and bank reconciliations approved by the Parish Council.

b. **Year-end bank reconciliation** – Councillors received bank statements and corresponding bank reconciliations for the period 1 April 2024 to 31 March 2025.

Year-end bank reconciliations approved by the Parish Council.

- c. The following invoices were approved for payment by the Parish Council. Once approved the Clerk will add payments using online banking, to be authorised by one Councillor:

Invoice	Number	Amount
Worcestershire CALC Annual Subscription	9403	£358.11
Internal Audit Invoice (Ruth Mullett)		£200.00
Clerks Salary (April and May 2025)		

Payments approved by the Parish Council

The following invoices were approved for payment by the Parish Council prior to the meeting on 20 May 2025, outside of the Parish Council meeting (and included on the Agenda and in the Minutes for retrospective approval by full council):

Invoice	Number	Amount
C Cooke Lengthsman	6690	£287.10
C Cooke Lengthsman	6691	£359.10

Payment approved by the Parish Council

The following payment was made by direct debit on 22nd April 2025

Invoice	Number
HMRC	£243.00

The following payment will be made by direct debit on 22nd July 2025

Invoice	Number
HMRC	£81.00

The following payments have been received into the Parish Council's bank account:

Invoice	Number
Bromsgrove District Council (1 st half precept)	£4,862.00
WCC (Lengthsman)	£538.50
WCC Councillor Taylor	£918.00

12. Parish Council's Bank Account

Cllr Rands provided the council with the information in relation to the Unity Trust Bank account, which is a bank familiar with local Government organisations. Cllr Rands explained there is a monthly service charge of £6.

Action: Approved by all councillors.

Action: Clerk to progress the application to Unity Trust Bank.

13. Gov.uk domain for emails and website

The Clerk provided information to the council regarding the assertion to be contained in the 2025/2026 Annual Return (AGAR) following the updated Practitioners Guide 2025.

14. Parish council website

The Clerk had obtained a quotation for a Parish Council owned website. Cllr Rands had spoken to WCC Cllr Evans regarding the possibility of an overarching website for Worcestershire Parish Councils.

Action: WCC Cllr Evans to explore the possibilities.

15. Internal Audit Report 2024/2025

The Parish Council approved the internal auditor (IA) report for the financial period 2024/2025. Councillors noted the area for improvement as advised by the internal auditor in relation to two councillors authorising the bank payments. **The IA report was approved by the Parish Council.**

16. Certificate of Exemption 2024/2025

As the Parish Council's higher gross income did not exceed £25,000 in the year to 31st March 2025 to resolve to certify the Parish Council as exempt from a limited assurance review under Section 9 of the Local Audit (Small Authorities Regulations 2015).

The exemption was approved by the Parish Council.

The exemption was signed by the Chair and Responsible Financial Officer.

17. Annual Governance Statement 2024/2025

The Parish Council considered and resolved to approve Section 1 of the Annual Governance Statement for the financial year 1st April 2024 to 31st March 2025.

The Parish Council approved the statement.

The statement was signed by the Chair and Clerk.

18. Accounting Statements 2024/2025

The Parish Council considered and resolved to approve Section 2 of the Annual Accounting Statements for the financial year 1st April 2024 to 31st March 2025.

19. Period for the Exercise of Public Rights

The period for the right to inspect the financial accounts by the public will commence on Tuesday 3rd June 2025 and end on Monday 14th July 2025.

20. CALC / Worcestershire Wildlife Trust project

This item was discussed under Item 7 above.

21. Lengthsman

Black Lake Lane - Update regarding the roadworks ongoing from WCC Cllr Evans and Cllr Rands. It was noted the Road Closure Notice and diversion route didn't tie up with the map.

WCC Cllr Evans explained that when works are approved usually County advise the County Councillor 3 months in advance. In the future will be able to discuss the works in advance, and identify any potential issues in advance of works being started.

Cllr Rands extended thanks to Cllr Evans on behalf of the Parish Council for his prompt response.

22. Report from County Councillor

Update from WCC Cllr Sam Evans regarding his roles within the Council. Alongside his role as Worcestershire County Councillor, Cllr Evans holds the following positions:

- Chair of Bromsgrove District Council.
- District Councillor for Oakalls / Parklands / Harwood Park.

23. Report from District Councillor

None provided.

24. Tardebigge Relief in Need Charity

Barry Spence updated the Parish Council on the year-end position of the Tardebigge Relief in Need Charity formed in 1631 (which will be celebrating its 400th year anniversary in 6 years' time).

The charity supports relief of those struggling with financial, physical or mental health disability, often for those seeking accommodation, white goods, carpets, items of furniture. Applications are received from individuals or organisations providing support for individuals. The charity is managed by a scheme of trustees set up with the Charity Commission

The trustees use the cheapest possible routes. Awards are subject to approval to a majority of trustees.

The charities investment fund is £255,000 (fund itself went down by £2,000). The trustees have no access to the core fund (held in a current and deposit account), only access to dividends the fund creates and interest through sums available (a small amount). Current awards and bank charges are £11,000.

Three meetings are held per year, considerations for grants done via email and remotely.

25. Councillors Reports & Items for future Agenda

Cllr Boss suggested a thank you letter to previous WCC Cllr Kit Taylor for the support provided to the council.

Action: Clerk to draft a letter for approval.

26. Date of Next Meeting

The next ordinary Parish Council meeting is scheduled for Tuesday 15 July 2025 at 7.00pm in the Village Hall.

Meeting Closed at 8:20pm

Signed:

Chair, Bentley Pauncefoot Parish Council