

# Birtsmorton Parish Council

Draft Minutes of Annual Meeting of Birtsmorton Parish Council  
Tuesday 13 May 2019 at 7.30pm following Parish Meeting at Berrow Village Hall

Present: Chair: Michael Barnes  
Councillors: Vance Withers, David Williams, Mary Dowding, Alison Faulkner, Julie Moore and Richard Foord.

In attendance: DCllr. Mick Davies and Clerk

**Public Comments: None**

**Welcome to 'newly elected' (unopposed) councillors and declarations of office signed.**

## **15/2019. Election of Chairman**

It was **RESOLVED** unanimously that Cllr. Barnes be elected chairman and the Declaration of Office was duly signed.

## **16/2019. Election of Vice Chairman**

It was **RESOLVED** unanimously that Cllr. Withers be elected Vice Chairman.

## **17/2019. Apologies for Absence.**

No apologies were received

## **18/2019 Declarations of Interest**

1. **Register of Interests.** Completed by Cllrs Withers, Faulkner, Dowding and Moore.
2. **To declare any Disclosable Pecuniary Interests (DPI) and/or Other Disclosable Interests (ODI) in items on the agenda and their nature.** Cllr. Faulkner – Agenda item 11 Planning
3. **To consider written requests from councillors for the council to grant a dispensation (S33 of the Localism Act 2011)** None

## **19/2019. Confirmation of Minutes**

Minutes of meeting of 11 March 2019 were confirmed and signed as true record.

## **20/2019. Matters Arising**

11/2019 – The proposal was considered for the change of meeting venue to Castlemorton Parish Hall for the benefit of WiFi and heating. However, it was acknowledged that the Parish Council did provide a contribution to present hall funds. The proposal was **AGREED** with a majority decision.

## **21/2019. Finance Report**

The clerk acknowledged the time taken by Cllr Withers in examining the accounts pre presentation to the internal auditor Mr R George.

## **Annual Return**

Approval of the Accounts 2018./19 completing AGAR Part 2

- a) **The Certificate of Exemption (Gross annual income or gross annual expenditure does not exceed £25,000) signed by chairman and RFO** and will be submitted to auditor.
- b) **Internal Audit completed 9 May 2019.**
- c) **Section 1 - Annual Governance Statement 2018/19** was read out to members of the council. It was **RESOLVED** that this be confirmed and signed by the Chairman.
- d) **Section 2 - Accounting statement**  
It was **RESOLVED** that the Accounts presented by the RFO for the Financial year 2018/19 be adopted and signed by the chairman and RFO.

**Current financial situation:**

	£	£	
<b>Balance as at 9 March 2018</b>		<b>5,383.23</b>	
<b>Expenditure pre meeting</b>			
<b>Berrow Hall</b>	42.50		Hall Hire – Meetings for year
<b>C Leake</b>	235.93		Clerk Jan Feb March and expenses
		<b>278.43</b>	
<b>Income pre meeting</b>			
MHDC ½ Year Precept	1056.00		
		<b>1,056.00</b>	
<b>Expenditure at meeting</b>			
Worcs. CALC Sub	175.87		
Insurance	196.80		BHIB New provider. LTA 3 years from 2018
		<b>372.67</b>	
<b>Balance at end of meeting</b>		<b>5,788.13</b>	
<b>13 May 2019</b>			

- Confirmed the use of restricted funds for the purposes of purchasing a printer which will be share funded with Castlemorton Parish Council.

**22/2019 Coombegreen Common**

As discussed at Annual Parish Meeting.

**23/2019 Parish Drainage/Lengthsman**

- **08/2019** - D Cllr Davies kindly agreed to follow up the proposed action on the part of WCC highways as regards Watery Lane following site meeting. To date no information received of any proposals.
- The fly tipping of garden/shed waste on marsh road just passed Little Arley was reported and swiftly removed. Not quite sure by whom but thank you.

**24/2019 Planning**

The following application was received between meetings and so consideration was deliberated by site meeting and subsequent email comments with a majority decision recommending approval.

19/00408/AGR	Orchard House Farm Birts Street Birtsmorton Malvern WR13 6AW	Agricultural Track	PC Recommend Approve MHDC Approve
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**25/2019. Correspondence**

Any information presently sent to Cllrs via email and particular reference to:

- Berrow Parish Council re Farleys Land
- El Dorado Festival at Eastnor (20% reduction on ticket prices for locals)
- Confirmation of Birtsmorton War Memorial as Grade I listed building
- Housing Need Survey

DCllr Davies had sought further information about the forthcoming housing needs survey commissioned by Fortis and to be carried out by Housing and Communities Services working across Malvern Hills and Wychavon District Councils.

Housing Needs Surveys are generally commissioned by developers to support potential development projects.

The Housing and Communities Team have been commissioned to do several surveys in Wychavon but this is the first in the Malvern Hills area. The district council housing team is active in looking to identify housing needs and this process does just that while being funded by developers. The survey will include both affordable and marketable housing needs. It will also provide information to the housing and communities services which will collate the data and this information will be available to the parish council.

**26/2019. Meetings**

The next meeting of the 4C's is due to take place on Wednesday 15 May and parish council rep. Cllr Moore expecting to attend.

**27/2019. Confirmation of date of next meeting**

The next meeting date **Tuesday 3 September 2019** at 7.30 pm at Castlemorton Parish Hall.

The meeting closed at 8.15pm

Signed..... Date.....