

## **BENTLEY PAUNCEFOOT PARISH COUNCIL**

### **Minutes of the Ordinary Meeting of Bentley Pouncefoot Parish Council Held on Tuesday 21 May 2024 at 7.30pm in the Village Hall**

**Present:** Cllr N Rands (Chair) C Wood – Clerk & RFO  
Cllr M Morgan (Vice Chair)  
Cllr R Cheape  
Cllr A Boss  
Cllr B Coleman

**Visitors:** 17 members of the public – names entered in the signing in book  
PC Hollingsworth – West Mercia Police SNT (Safer Neighbourhood Team)

#### **Public Participation:**

- **Community Governance Review** – Parish Council can ask for Bromsgrove District Council to seek a review (has to be signed by a percentage of Parish Electorate requesting the review).  
**Action: Item to be added to July 2024 meeting Agenda**
- **Perrymill Farm** – A resident expressed concern over the numerous events planned to take place at Perrymill mainly through Samsara Retreats and Yoga Ltd. He asked the Parish Council to seek a detailed account from the owner of Perrymill to understand how these events are in keeping with the stated objective within his planning application of July 2020 *to maintain the peaceful rural setting and create a quiet and intimate atmosphere and to minimise the impact on the landscape*. He suggested that the Parish Council should involve BDC Planning Enforcement to scrutinise the various accommodation and structures at Perrymill to ensure that they meet with planning regulations, and that the activities scheduled for the land are permissible, especially as they are clearly designed to remain as part of an on-going commercial operation.  
**Action: Cllr Cheape to formulate a response for the ordinary Parish Council July meeting.**  
**Tractors on the lanes** – Concern raised over the speed of tractors using the lanes. Understand a very busy time of year for farmers. Please take care when using the lanes.  
**Action: Item to be added to July 2024 meeting Agenda**

#### **1. Apologies**

None received.

#### **2. Minutes and Actions**

The Minutes of the Ordinary Meeting held on Tuesday 19<sup>th</sup> March 2024 were reviewed.

**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. Village Hall Update**

5 May 2024 – Bluebell Walk

- Over 60 tickets sold

22 June 2024 – Country and Western Theme

- Hot pork baps
- Children’s activities

For anyone not on the Bentley Village Hall circulation list who would like to receive information on events, please contact Cllr Morgan ([mtmorgan1980@hotmail.com](mailto:mtmorgan1980@hotmail.com)) or the Bentley Village Hall Team ([bentleyvillagehall@gmail.com](mailto:bentleyvillagehall@gmail.com)).

- Replacement fence panels have now been installed where needed at the Village Hall.

**5. Footpaths Update**

- Paths are overgrown with vegetation (if any landowners are able / have time to clear public paths / bridleways on their land it would be appreciated).
- Stiles are in need of repair over public footpaths and bridleways / WCC responsibility and no response to recent requests.

**6. CALC Issues / Updates**

No updates.

**7. Road Safety Campaign**

Long awaited report received from Paul Green.

Been unable to progress since and intends to update at next meeting.

**Action: Item to be added to July 2024 meeting Agenda.**

**8. Social Media**

Abandoned caravan on Copyholt Lane.

**9. Planning & Consultations****a) Foxlydiate Working Party**

- Rearrange meeting with Cllr Karen May

**Action: Cllr Cheape to progress.**

**b) Community Governance Review**

- This item was raised in the open forum, and will be added to the July meeting Agenda.

**Action: Item to be added to July 2024 meeting Agenda.**

**10. Finance**

- a. **Bank Reconciliation** – Councillors were provided with bank statements and bank reconciliations for the periods 31 March 2024 and 30 April 2024.

**Bank statements and bank reconciliations approved by the Parish Council.**

Parish Council Current Account Bank Balance as at 26/04/24 (Account Number xxxx7848)	£1,082.28
Footpath Account – Account closed at 11 April 2024 (funds of £138.70 transferred to Parish Council Current Account Number xxxx7848)	
Parish Council Business Premium (Savings) Bank Balance as at 26/04/24 (Account Number xxxx4101)	£7,806.74

- b. **Year-end bank reconciliation** – Councillors received bank statements and corresponding bank reconciliations for the period 1 April 2023 to 31 March 2024.

**Year-end bank reconciliations approved by the Parish Council.**

- c. The following invoices were approved for payment by the Parish Council:

Invoice	Number	Amount
Worcestershire CALC Annual Subscription	9403	£303.76
Internal Audit Invoice (Ruth Mullett)		£200.00
Clerks Salary (April and May 2024)		
Clerks Expenses (March, April, May 2024)		

**Payments approved by the Parish Council**

- d. The following invoice was approved for payment by the Parish Council prior to the meeting on 21 May 2024 (payment overdue and delaying payment of invoice would have incurred interest charges):

Invoice	Number	Amount
Npower	IN10121950	£78.64

**Payment approved by the Parish Council**

- e. **Received monies**

1 <sup>st</sup> half precept (28 March 2024)	£4,202.50
HMRC VAT return (5 April 2024)	£223.70
Transfer from Footpath Account number xxxx8980) (11 April 2024) (Account now closed)	£138.70

#### **11. Internal Audit Report 2023/2024**

The Parish Council approved the internal auditor report for the financial period 2023/2024. Councillors noted areas for improvement as advised by the internal auditor.

**The internal audit report was approved by the Parish Council.**

#### **12. Certificate of Exemption 2023/2024**

As the Parish Council's higher gross income did not exceed £25,000 in the year to 31<sup>st</sup> March 2024 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.**

#### **13. Annual Governance Statement 2023/2024**

The Parish Council considered and resolved to approve Section 1 of the Annual Governance Statement for the financial year 1<sup>st</sup> April 2023 to 31<sup>st</sup> March 2024.

**The Parish Council approved the statement.**

**The statement was signed by the Chair and Clerk.**

#### **14. Accounting Statements 2023/2024**

The Parish Council considered and resolved to approve Section 2 of the Annual Accounting Statements for the financial year 1<sup>st</sup> April 2023 to 31<sup>st</sup> March 2024.

#### **15. Period for the Exercise of Public Rights**

The period for the right to inspect the financial accounts by the public will commence on Monday 3<sup>rd</sup> June 2024, ending on Friday 12<sup>th</sup> July 2024.

**16. Insurance Renewal 2024/2025**

The Parish Council considered the three quotations and approved Zurich at a premium of £244.72 for the period 1<sup>st</sup> June 2024 to 31<sup>st</sup> May 2025.

**17. Lengthsman**

Banks Green – CCTV drain survey still outstanding and awaited.  
No further updates provided.

**18. Police / SNT Update**

Asked for vigilance with rental properties being targeted for cannabis cultivation, although not such an issue in rural areas. Woodgate – cannabis cultivation – waiting for forensics to provide information.

**19. Report from County Councillor**

None provided.

**20. Report from District Councillor**

None provided.

**21. Risk Review Log for 2024/2025**

The Risk Review Log was reviewed.

**Approved by Councillors.**

**Signed by the Chair and Clerk /RFO.**

**22. Tardebigge Relief in Need Charity**

Barry Spence updated the Parish Council on the year-end position of the Tardebigge Relief in Need Charity, in addition to the following:

- Three meetings are held per year.
- The limit on donations is currently £500, normally £1,000 (paid out from interest and dividends on the capital sum(s) originally donated).
- The Charity has seen an increase in demand and requests from those seeking funds.

**23. Councillors Reports & Items for future Agenda**

Cllr Boss asked for acknowledgement of the recent deaths of:

- Mike Sansom, who passed away in Italy
- Ken Sutton, who was a resident of Bentley

Deepest condolences were extended to friends and family of both gentlemen.

Cllr Rands raised an event being held at Perrymill Farm which had been advertised to take place 4<sup>th</sup> to 7<sup>th</sup> July 2024 (the temporary event notice states 5<sup>th</sup> and 6<sup>th</sup> July) which is a two-day event rather than 4 days. A temporary event notice doesn't override the legal requirement for noise to cease at 11pm. Cllr Cheape assured the Parish Council that there would be no noise after 11pm.

**Action: Agenda item be added to the July meeting to discuss Temporary Event Notices in general.**

**24. Date of Next Meeting**

The next ordinary Parish Council meeting is scheduled for Tuesday 16<sup>th</sup> July 2024 at 7.00pm in the Village Hall.

**Meeting Closed at 8:10pm**

Signed: *N R Rands*

**16.7.24**

**Chair, Bentley Pauncefoot Parish Council**