

BENTLEY PAUNCEFOOT PARISH COUNCIL

Minutes of the Ordinary Meeting of Bentley Pouncefoot Parish Council Held on Tuesday 21 January 2025 at 7.00pm in the Village Hall

Present: Cllr N Rands (Chair) C Wood – Clerk & RFO
Cllr M Morgan (Vice Chair)
Cllr A Boss

Visitors: 3 members of the public – names entered in the signing in book

Public Participation:

- Flooding and drainage issues Bentley Lane.
- Frances Sansom funeral taking place on 10 February 2025 at Hanbury Church 11am, and afterwards at Grafton Manor. Donations via Thomas Brothers to Dementia UK.

1. Apologies

Cllr K Taylor, SNT / Police – PC Hollingsworth and PCSO Edwards

2. Minutes and Actions

The Minutes of the Ordinary Meeting held on Tuesday 19 November 2024 were reviewed.

Approved by all Councillors. The Minutes were signed by Cllr Rands.

Proposed: Cllr Boss, Seconded: Cllr 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
Cllr Rands declared a disclosable interest in Item 13(c) Perrymill on the basis that it could be perceived that he could have a biased view because he is a neighbour.
- c. Written requests to the clerk to grant a dispensation
The Clerk received a request for a dispensation (S33 of the Localism Act 2011) from Cllr Rands in relation to Item Number 16(b) - Perrymill Farm, on the Agenda. The Clerk exercised her duty to grant dispensation to Cllr Rands on Item No. 16(b) on this Agenda due to it being a parish concern raised by the residents of Bentley Pouncefoot seeking the Parish Council's assistance with this neighbourhood concern.

4. SNT / Police Update

No updates, apologies were received in advance of the meeting.

Cllr Boss to provide details of Neighbourhood Matters to the Councillors.

The following items (Items 5 and 6) were moved, by the Chair, to the top of the Agenda in order to co-opt Parish Councillor at the beginning of the meeting:

5. Co-option of Parish Councillor

Councillors supported and approved the co-option of Wendy Davies to the Parish Council.

Proposed: Cllr Boss, Seconded: Cllr Morgan

6. Declaration of Acceptance of Office

Cllr Davies signed the Declaration of Acceptance of Office to Bentley Pouncefoot Parish Council.

7. Parish Councillor Vacancy

Cllr Rands explained that the Parish Council have Councillor vacancies which have been advertised on the village hall noticeboard.

8. Village Hall Update

- Community litter pick penciled in the diary for 23 February 2025, weather dependent.

9. Footpaths Update

- No update.

10. CALC Issues / Updates

- Clerk attending meeting on 4 February 2025 regarding restructure of local government.

11. Road Safety Campaign

- Cur Lane / Copyholt Lane – increase in traffic.

Action: Clerk to provide information of Stoke Parish Councillor to Cllr Davies.

12. Social Media

- No update.

13. Parish Council Budget & Precept 2025/2026

- The Clerk / RFO and Cllr Rands prepared the budget paperwork for the 2025/2026 financial year which was approved by the Parish Council.
- The precept proposed for the 2025/2026 financial year was approved by the Parish Council.

Proposed: Cllr Boss, Seconded: Cllr Davies

14. Internal Auditor for year ended 31 March 2025

The Parish Council approved the appointment of the internal auditor for the year ended 31 March 2025.

Approved: All Councillors

15. Bentley Bugle

Community Governance Review is included in the annual Bentley Bugle, to be posted to residents within the next week. Councillors approved the costs in relation to printing and postage of the Bugle.

Approved: All Councillors

16. Planning & Consultations

a) Foxlydiate Working Party & Foxlydiate Community Governance Review

- Planning permission approved to develop the Foxlydiate pub and land to the rear.

b) 24/01043/FUL - Perrymill Farm, Lower Bentley Lane, Lower Bentley, Worcestershire

- Decision – refusal (teepee and yurt).
- Parish Council to write to planners / enforcement officer to find out next steps – no enforcement has taken place since refusal.

Action: Email to be drafted to Planning Department.

17. Temporary Event Notices

At the September Parish Council meeting, District Cllr Whittaker indicated he would liaise with County Cllr Taylor to progress. Update to be provided by District Cllr Whittaker.

18. Finance

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

Bank statements and bank reconciliations approved by the Parish Council.

- b. The following invoices were approved for payment by the Parish Council. Once approved the Clerk would add payments using online banking, to be authorised by one Councillor (Clerk payments are not published and are confidential to the Parish Council).

Invoice	Number	Amount
Clerks Salary (Dec 24 / Jan 25)		
Clerks Expenses (Dec 24 / Jan 25)		
Village Hall Hire 2025		£240.00
Lengthsman Invoices	6595, 6601, 6602	£638.70

Action: Clerk to add to payments using online banking, to be authorised by one Councillor.

- c. The following direct debit will be paid on 22nd January 2025:

HMRC (tax liability) 6/10/24 to 5/1/25	£231.40
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- d. The following monies were received by the Parish Council (excludes internal transfers between deposit and current account):

Deposit Account interest for period 2/9/24 to 1/12/24	£30.88
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- e. The following items were purchased by the Parish Council and approved in December 2024, included for retrospective approval at full council meeting (all gross values):

Laptop	£239.99
Laptop Bag	£12.74
Printer	£69.99
Microsoft 365 Annual Subscription	£59.99

Payments approved by all Councillors.

19. Lengthsman

Flooding / drainage issues:

- Black Lake Lane
- Near Hatchetts Farm
- High Elms Lane / Woodgate Road
- Common Barn Farm
- Bentley Lane
- Junction of Banks Green and Copyholt Lane

Action: Cllr Boss taking up the above issues with Cllr K Taylor

20. Report from County Councillor

- No report provided.

21. Report from District Councillor

- No report provided.

22. Councillors Reports & items for future Agenda

Drainage issues as reported at item 19 Lengthsman.

23. Date of Next Meeting

The next meeting of Bentley Pouncefoot Parish Council will take place on Tuesday 18 March 2025 at 7.00pm in the Village Hall.

Meeting Closed at 7:50pm

Signed:

Chair, Bentley Pouncefoot Parish Council