

# SUCKLEY PARISH COUNCIL

## MINUTES OF THE ANNUAL PARISH COUNCIL MEETING

Held on Monday 13<sup>th</sup> May 2024 at 7.30 pm in SUCKLEY PRIMARY SCHOOL

**Present:** Cllr S Gray, Cllr M Savage, Cllr A Mansell, Cllr H Ormerod, Cllr H Philpotts, Cllr R Roper, Cllr R Lewis

**In Attendance:** Mrs Lynn Butler (Clerk), Dist Cllr Peter Whatley, CoCllr Karen Hanks

### **63/24 Election of Chair & signing of Acceptance of Office for Chair**

Cllr Gray was proposed by Cllr Savage, seconded by Cllr Philpotts and unanimously elected. He signed the Declaration of Acceptance of Office as Chair and took the chair for remainder of meeting.

### **64/24 Apologies for Absence**

Were received from Dist Cllr Sarah Rouse

### **65/24 Election of Vice-Chair**

Cllr Savage was proposed by Cllr Gray, seconded by Cllr Ormerod and unanimously elected as Vice Chair

### **66/24 Declarations of Interests**

**(a) Cllrs are reminded of the need to complete/update their Register of Interests form.**

**(b) To declare any Disclosable Pecuniary Interests in items on the Agenda and their nature.**

**(c) To declare any Other Disclosable Interests in items on the Agenda and their nature.**

**Councillors who have declared a Disclosable Pecuniary Interest, or any Other Disclosable Interest which falls within the terms of para 12(4)(b) of the Code of Conduct, must leave the room for the relevant items. Failure to register or declare a Disclosable Pecuniary Interest may result in the commission of a criminal offence.**

Cllr H Philpotts declared an interest in Planning item 77/24(c) and took no part in that item.

### **67/24 To consider Written Requests from Councillors to Grant a Dispensation (S33 of the Localism Act 2011) relating to items on the Agenda.**

None have been received.

**The Meeting will be adjourned for Public Question Time/Participation. (The time allocated is at the discretion of the Council/Chair). Residents are invited to give their views and question the Parish Council on issues on this Agenda, or raise issues for future consideration at the discretion of the Chair. *Members of the public are reminded that by doing this, the matters for discussion may be included in public Minutes, and should give their consent to this prior to any discussion. The Chair will give members of the public the chance to withdraw from the meeting if they so wish.***

**Members of the public may not take part in the Parish Council Meeting itself.**

**The Chair will invite members of the public present to make a short presentation to the Council.**

## 68/24 Public presentation(s) (including planning applications representatives)

### (a) Planning (if on Agenda):

- (1) The Council Chair will ask the applicant/s or their representatives (if present) to put forward any points he/she wishes to make regarding their application
- (2) Other parishioners are then invited to put forward their comments
- (3) The applicant/representative then has the opportunity to respond to any points raised if he/she wishes to do so

There were no planning representations or public presentations

### (a) Report from County Councillor – Cllr Karen Hanks

The Leader of Worcestershire County Council, Councillor Simon Geraghty, announced changes Thursday 9 May 2024.

“With three new members, and with most other areas of responsibility changing, the refreshed Cabinet will enable a renewed focus on our priorities and promises laid out in our Corporate Plan: Shaping Worcestershire’s Future”

Here in Worcestershire, we have a One Cabinet, One Worcestershire approach. This means that whilst each portfolio has a lead that becomes an expert in that area, big decisions about the future of the Council, within any portfolio, are made collectively as a Cabinet.

Tracey Onslow, who was previously in the Education Role, moves forward to become the Conservative Group’s nomination for County Council Chairman.

#### **New Members:**

David Chambers becomes the Cabinet Member with responsibility for Education.  
Emma Stokes becomes cabinet member for responsibility for environment.  
David Ross responsible for Health and Wellbeing.

#### **Priorities of Administration:**

Now in the final full year before County Council elections in 2025, which will incorporate the boundary review, the following projects will be prioritised:

#### **The Funding and Delivery of the new Worcester City Secondary School A 5 Year Plan for Adult Social Care**

#### **Worcestershire Environment Improvement Plan (EIP) 2024.**

Plan to deliver the council’s ambition to becoming net zero by 2050 – an annual progress report will be delivered to cabinet. Cabinet has approved the inclusion of the Local Nature Recovery Strategy which is expected to be adopted in March 2025.

#### **The New Autism School at Poolbrook Site in Malvern Shrub Hill**

Marc Baylis replaces Mike Rouse as lead for Highways and Transport.  
Marcus Hart will remain as the Deputy Leader.

The Cabinet appointments announced are:

- Leader of the Council and with responsibility for Finance – Councillor Simon Geraghty
- Deputy Leader and Cabinet Member with Responsibility for Corporate Services and Communications – Councillor Marcus Hart

- Cabinet Member with Responsibility for Education – Councillor David Chambers
- Cabinet Member with Responsibility for Highways and Transport – Councillor Marc Bayliss
- Cabinet Member with Responsibility for Adult Social Care – Councillor Richard Morris
- Cabinet Member with Responsibility for the Environment – Councillor Emma Stokes
- Cabinet Member with Responsibility for Children and Families – Councillor Steve Mackay
- Cabinet Member with Responsibility for Health and Wellbeing – Councillor David Ross
- Cabinet Member with Responsibility for Communities – Councillor Karen May
- Cabinet Member with Responsibility for Economy and Skills – Councillor Adam Kent

**(c) Report from District Councillor – Cllr Peter Whatley**

There remains a shortage of planning officers. The government have issued changes to planning guidance. There are wider rules for barn conversions. Allowing more powers to domestic planning to make it easier for owners to do more of what they want. The Malvern Hills annual general meeting in on the 14<sup>th</sup>. A draft proposal is to increase portfolio holders by one. There will be a debate on Councillor allowances which are to increase.

Major projects – a lot are being done in Malvern Town but not enough attention is being provided to rural areas.

**(d) Lengthsman Report (Clerk)**

Worcestershire CC are using a new database for Clerks to process Lengthsman invoices for which the Clerk has undertaken training. The Lengthsman, Mr R Wilks will be asked if he is able to attend the meeting in July so the parish council can get an update on the works undertaken.

**(e) Local Police Report - Clerk**

Report not available

**(f) Suckley School - Cllr H Philpotts**

The school currently has ninety three children. The children have had a busy time with cricket at the Kings School, intensive swimming courses – less days with longer sessions, Break the Rules Day with a £1 charge and a dentist visiting to show the children good teeth care. The Sports Day and Summer Fete will take place on 11<sup>th</sup> July. The leavers assembly will be on the 18<sup>th</sup> July.

**The Chair re-opened the Meeting**

**69/24 To approve and sign minutes of the Parish Council Meeting held on 8<sup>th</sup> April 2024** – approved on the proposal of Cllr Roper, seconded by Cllr Savage and unanimous.

Documents for items 70/24 - 74/24 have previously been circulated to all councillors.

**70/24 To note Model Standing Orders (adopted November 2023)**

The Council noted Model Standing Orders which were adopted in November 2023

**71/24 To note (MHDC) Code of Conduct (adopted July 2022)**

The Council noted the (MHDC) Code of Conduct which was adopted in July 2022

**72/24 To note and/or review the Council's Financial Regulations (adopted September 2016) and agree to discuss adopting Model Financial Regulations (updated April 2024) at next parish council meeting**

The Council noted the Councils Financial Regulations which were adopted in September 2016 and agreed to discuss adopting the revised Model Financial Regulations updated in April 2024 at the July parish council meeting.

**73/24 To note and/or review the Council's Insurance schedule**

Clerk to check with Zurich that current insurance adequately covers all new equipment and works to the pavilion and playing fields.

**74/24 To note and/or review the Council's Asset Register**

It was agreed to add the newly purchased CCTV and remove two grass mowers.

**75/24 To nominate Councillors as follows:-**

- (a) Councillor responsible for Planning:-  
It was proposed by Cllr Philpotts, seconded by Cllr Mansell and unanimous that this position was no longer required. Paper Plans are not mailed to a nominated person in the parish. They are all viewable on the Malvern Hill DC website.
- (b) Council Representatives on Charities:-  
John Palmer Educational Foundation – Cllr Roper  
Suckley Charities x 2 – Cllr Ormerod and Cllr Gray  
Alfrick Educational Charity – Cllr Mansell
- (c) The Hill Trust – Cllr Ormerod
- (d) Council Representatives on Playing Fields Committee  
No longer required as the playing fields are managed by the Parish Council.
- (e) Council Representatives on Worcs CALC Area Committee – Cllr Gray
- (f) Councillor Liaison with Suckley School – Cllr Philpotts
- (g) Councillors with Special Responsibilities:  
*Currently:-*  
*Police* – Cllr Gray  
*NHS* – Cllr Savage  
*Footpaths* – Cllr Philpotts and Cllr Lewis
- (h) Managing social media, Facebook etc – Cllr Gray and Cllr Savage
- (i) Custodian of various PC materials – Cllr Mansell

**76/24 Charity Accounts received by the Clerk**

Alfrick Educational Charity; Suckley Charities; The Hill Trust; Brookes Memorial Fund; John Palmer Trust.

It was proposed by Cllr Gray, seconded by Cllr Lewis and unanimous that these reports were not required by the parish council and should in future be included in the Annual Parish Meeting. They will be included at the meeting on 20<sup>th</sup> May.

**77/24 PLANNING - MHDC**

**For consideration:-**

- (a) App No: M/24/00268/HP  
Location: Murrells End, Suckley, Worcester, WR6 5DJ  
Proposal: Proposed replacement outbuilding  
After considering the application the parish council agreed to make no comments.
- (b) App No: M/24/00271/HP  
Location: Parsleys Patch, Longley Green, Suckley, Worcs, WR6 5DU  
Proposal: Two-storey rear extension  
After considering the application the parish council agreed to support the application.  
Proposed by Cllr Lewis, seconded by Cllr Roper and unanimous.
- (c) App No: M/23/01770/FUL  
Location: Barn at Applegaard Fruit Farm, Suckley  
Proposal: Retention of the buildings/structures identified as C, D, E, F, G and stables

Cllr H Philpotts took no part in the discussion on this application.

After considering the application the parish council agreed to support the application.  
Proposed by Cllr Roper, seconded by Cllr Ormerod and unanimous.

**78/24 HIGHWAYS & BYWAYS**

Nothing to report

**79/24 FOOTPATHS**

No new issues to report.

**80/24 PLAYING FIELDS**

- (a) Cllr Lewis is to get prices for roadway and fencing to fence off the brook. It will be approx 220 metres and will be in region of £3,500-£4,000. Cutting back the whole field is likely to be approx £2,000 and will be best done in August.
- (b) It was proposed by Cllr Gray, seconded by Cllr Mansell and unanimous that Cllr Lewis get five bags of bark for the childrens playground. This was highlighted in the annual RoSPA report.
- (c) A gate is still required. Cllr Lewis and Cllr Mansell will aim to get it done in the next three weeks.

**81/24 RISK ASSESSMENT**

Cllr Gray will follow up with Roger Chidlow for the completed risk assessment reports.

**82/24 COUNCILLOR VACANCIES** (*Clerk to update*)

Clerk reported that the latest closing date was 10<sup>th</sup> May and there have not been any applicants. It was agreed to place new notices with a closing date of Friday, 5<sup>th</sup> July 2024 and to discuss at the parish council meeting on 8<sup>th</sup> July.

**83/24 COMMUNITY - Projects/items for discussion/update:-**

- (a) Newsletter  
Cllr Gray has produced an initial version which has been circulated prior to the meeting. Several members were not happy with the the look of it and that it needs to have more visual content to attract readers. Cllr Lewis agreed to see where changes could be made.
- (b) Correspondence  
It was agreed the parish council shouldn't get involved with the BFG. Some residents have suggested it be moved to the playing fields but the BFG committee don't want to move it. Cllr Gray said he was aware of threats to disrupt the show and there would be a police presence this year.
- (c) Parish Survey  
The results and the proposal document will be circulated to all councillors. The proposal document requires further discussion at the June meeting.
- (d) Village Show  
The next meeting will be on 21<sup>st</sup> May in the school.
- (e) Notice Boards  
The board in the bus shelter at the White House crossroads is to be removed and relocated at the Memorial Ground.
- (f) Memorial Ground  
The stones will be washed later this year. Could a bench be considered?
- (g) History Society  
There is a meeting on Wednesday 15<sup>th</sup> May, The Society is now separate from the parish council and its chair is John Hammond.
- (h) New Defibrillator  
Clerk to find the cost of a portable defibrillator. Cllr Roper said she would have one sited on the wall at the Diary

#### **84/24 FINANCE**

The following payments to be approved:-

**(a) Gen Fund**

Worcestershire CALC annual renewal - £431.99  
LS Butler – Clerk’s salary April 2024 - £644.10  
& Clerks expenses Jan – Mar 2024 - £55.50  
Smart Cut – grass cutting 18/04/2024 & 30/04/2024 - £240.00  
MJ Bosley £60 – mole clearance  
DJ & RJ Philpotts stone path - £1,416.00  
Worcestershire CC – village boundary signs - £1,493.50  
EDF electricity – 2 Feb to 1 May - £68.15

**(b) Playing Field A/c**

WaterPlus D/D for April - £7.50

Above nine accounts paid on proposal of Cllr Savage, seconded by Cllr Lewis and unanimous.

**(c) Lengthsman**

(i) To sign agreement for 2024/25

Worcestershire CC have confirmed the budget for 2024/25 is £2,544.12

Proposed by Cllr Savage, seconded by Cllr Ormerod and unanimous for Clerk to approve the agreement and the allocated budget for 2024/25

(ii) To confirm hourly rate – to remain at £15.50 ph.

**(d) Consider and Approve Year End Accounts to 31<sup>st</sup> March 2024**

The accounts for 2023/24 were circulated prior to the meeting. The accounts were approved on proposal of Cllr Ormerod, seconded by Cllr R Lewis and unanimous. The accounts were signed & dated by the Clerk & Chair.

#### **85/24 MATTERS FOR FUTURE AGENDA**

Pop up campsite, Map Board