

**The Minutes of the Annual Meeting of Berrow Parish Council**  
**Held at Berrow and Pendock Village Hall on Tuesday 8<sup>th</sup> May at 7.45pm.**

**Present: Cllrs. Mike Thomas, Ruth Coates, Paul Lewis, Anne Lewis, Angela Tomkinson, Michael Robson and John Dudfield.**

**In attendance : the Clerk and 2 members of the public.**

There was no matters for discussion before the meeting so no adjournment for the discussion of views.
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- 1. Election of Chairman:** Cllr Ruth Coates was proposed by Cllr Angela Tomkinson and seconded by Cllr Paul Lewis, there being no other nominations Cllr Ruth Coates took the chair and signed the declaration of Acceptance of Office.
- 2. Apologies:** No apologies were received.
- 3. Election of Vice-Chairman:** Cllr Anne Lewis was proposed, seconded and accepted the office.
- 4. Declaration of Interests :** Councillors were reminded that they should keep their Register of Interests up to date. There were no personal interests declared in respect of items on the Agenda.
- 5. Minutes:** The minutes of the meeting held on 20<sup>st</sup> March 2018 were approved as a true record of the meeting and signed.
- 6. Financial Report:**
  - a. Annual Return Governance Statement:** The Council reviewed each of the governance statements set out in the Annual Return and were happy that they had complied with all. The Annual Return was duly signed by the Chairman.
  - b. Approval of Accounting Statements 2016/17:** Having reviewed the accounts for the year to 31<sup>st</sup> March 2018 the Accounting Statements were proposed, approved and signed by the Chairman.
- 7. Land at Farleys Ground:** The Clerk reported that following a considerable amount of complaints from neighbours MHDC had a number of matters in respect of this work under review. The building on site did not meeting that approved by the planning authority, the movement of soil had also caused an enforcement notice to be raised as had the failure to comply with the land drainage requirements. The Authority was working hard at ensuring all would be put right.
- 8. Difibrillator - Holybush:** Having received funding from County Councillor Tom Wells the Parish Council was able to purchase a defibrillator for placement in Holybush. Mr Cole who had originally made the request was seeing an electrician on 9<sup>th</sup> May with a view to placing it close to the disused telephone box being between the hill carpark and the common car park.

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- 9. Lengthsman Scheme:** The Clerk reported that she had signed the contract with Worcestershire County Council for a further year of funding amounting to £2,121. The Contract with the Lengthsman has yet to be returned but was expected with his April invoice.
- 10. Highways Signs:** It was noted that the parish was still littered with highways signs for road closures, diversions and road usage. It was agreed that the Clerk would try again to get them removed.
- 11. Hedge on A438 at junction with Church Lane:** There had been a number of complaints because the hedge was growing into the main road, the Clerk would write to Birtsmorton Court to ask them to cut it back as soon as bird nesting allowed.
- 12. Electricity Utilities closure of B4208:** Cllr. Mike Thomas reported that when the Utilities Company closed the B4208 at the end of April it caused numerous traffic related problems and danger to local traffic. He requested the Clerk formally write to Worcester Highways voicing the Parish Council's concerns.
- 13. Clerks Resignation :** Cllr Anne Lewis raised the question of how the PC would function in the event that a replacement Clerk is not appointed before the current Clerk retires, and what the resultant legal position would be. The Clerk said that she would find out.
- 14. Date of the next Meeting of the Parish Council:** 11<sup>th</sup> September at 7.30pm at Berrow and Pendock Village Hall.

The meeting closed at 8.20pm..

Signed .....  
Chairman

Date.....