

Birtsmorton Parish Council

Draft Minutes of Annual Meeting of Birtsmorton Parish Council held on **Tuesday 24 May 2022** at 7.30pm in Castlemorton Parish Hall.

Present: Chair: Michael Barnes

Councillors: Mary Dowding, Julie Moore, Vance Withers, Simon Yates, Michael Licqurish-Coleman, and Mark Henderson

In attendance: Clerk

Public Comments: None

14/22. Apologies for Absence. District Councillor and County Cllr Wells

15/22 Declarations of Interest

1. *Register of Interests.* Cllr Licqurish-Coleman provided his completed Register.
2. *To declare any Disclosable Pecuniary Interests (DPI) and/or Other Disclosable Interests (ODI) in items on the agenda and their nature* None
3. *To consider written requests from councillors for the council to grant a dispensation (S33 of the Localism Act 2011)* None

16/22. Election of Chairman

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

17/22. Election of Vice Chairman

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

18/22. Confirmation of Minutes

Minutes of meeting of 22 March 22 were confirmed and signed as true record

19/22. Matters Arising

None

20/22 District Cllr Report

Report included and as reported at annual parish meeting:

- The new appointments following the recent annual meeting of Malvern Hills District Council with Tom Wells as new leader.
- MHDC Revised Code of Conduct
- Delay to the SWDPR timetable
- Homes for Ukraine scheme in Malvern
- Opening of revamped Priory Park.
- Other work presently ongoing in the area of the theatre.

21/22. Finance Report

1. Approval of the Accounts 2021/22 completing AGAR Part 2

Thank you to Cllr Withers for initial accounts check.

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 external auditor.

b) Internal Audit completed 17 April 2022. Thank you to Mr Richard George for the completion of this task.

c) Section 1 - Annual Governance Statement 2021/22 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 certified and presented by the RFO for the Financial year 2021/22 be considered approved and signed by the chairman.

2. Current financial situation:

	£	£	
Balance		6255.76	
Income pre meeting MHDC	1056.00	1056.00	
Expenditure pre meeting	0.00		
Expenditure at meeting	188.74 196.80 57.99		W CALC Sub BHIB Insurance Clerk exps re computer update
		443.53	
Balance at end of meeting		6868.23	

3. *Farmers Arms tenant has applied for support with business rates. It was acknowledged that this has always been supported in the past but assistance was not required during the Covid pandemic. **Agreed** to assist this tenant when in receipt of an application for financial support.*

22/22 Coombe Green Common

Cllr Moore had had a site meeting with Mrs Windle to discuss how and where to clear within the capabilities of the supporters.

23/22 Parish Drainage/Lengthsman

- Highways - Worcestershire County Council (WCC) advice to be sought on clearing drainage grids/gullies in kerbing outside **Brook House**. It appears although reported and acknowledged by WCC it has not been actioned and will be followed up
- Enquiries to be made to WCC about the siting of **drop-down flood sign** along the Marsh Road by telephone exchange. Yet to be actioned.
- VAS Update – Continued thanks to Cllrs Henderson and Withers for support with VAS rota.
- Consideration for **ditch clearance on land opposite Coombe Green common** and repair of brick wall. Clerk to advice Mr Dawes.
- Site meeting to be arranged with WCC re reinstatement of drainage pipe under the driveway at Pink Hall Cottage, Watery Lane.
- Acknowledgement to the local gentleman who is periodically litter picking in the parish and immediate local area on his bicycle. This is much appreciated.

24/22 Nutshell

The new tenant has completed the agreement, paid rent and reinforced hedge with plants which were available from Castlemorton Environmental Action Group. He is also taking responsibility for clearing of the site in preparation of establishing an allotment. Cllrs. wished him well in the venture.

25/22 Planning

21/00630/FUL	Apple Tree House Birts Street Birtsmorton WR13 6AP	Temporary siting of two static caravans (retrospective) for agricultural workers.	Appeal by applicant 4.5.22
21/02203/FUL	Birtsmorton Court Birtsmorton Malvern WR13 6JS	Stationing of 2 Shepherd Huts	Pending Decision

26/22. Correspondence

Particular mention of:

- CALC/NALC Updates Log in details.
- SNT – Upton updates, New Neighbourhood alert scheme. <https://neighbourhoodmatters.co.uk/>
- MHDC Parish and Town Councillor Conference - 17 May 6-8pm. Local community ideas including transport and supporting those affected by recent Covid restrictions and isolation
- Castlemorton website with all local organisations together. ***castlemorton.org.uk***
- Birtsmorton Bash on Saturday 11 June.
- Updated Code of Conduct. Members yet to be advised.

27/22. Confirmation of date of next meeting

The next meeting date: **Tuesday 13 September 2022 at 7.30 pm** in Castlemorton Parish Hall

Next meetings: November 2022, March 2023 and Annual meetings May 2023 (Election Year)

The meeting closed at 9pm

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