

**MINUTES OF THE ANNUAL MEETING OF NAUNTON BEAUCHAMP
PARISH COUNCIL
Held in the Church
Tuesday 16th May 2023 at 7:30pm**

Present: Cllr A. Howarth Cllr D. Dickens
 Cllr D. Hudson
 Cllr G. Edwards

In attendance: County & District Cllr L. Robinson
 Clerk

- 1. Election of Chairman** – Councillor Howarth was elected to be Chairman, proposed by Cllr Hudson and Seconded by Cllr Edwards. Declaration of Acceptance of Office was signed.
- 2. Apologies** – Cllr S. Reeves
- 3. Council Member Appointments**
 - i. Election of Vice-Chairman – Cllr Edwards was elected to be Vice-Chairman, proposed by Cllr Howarth and Seconded by Cllr Dickens. Declaration of Acceptance of Office was signed.
- 4. Declarations of Interest** – none recorded
- 5. To consider any grants for dispensation** – none requested
- 6. Staffing & Scheme of Delegation- all approved**
- 7. Council reviewed and adopted the following:**
 - i. Financial Regulations
 - ii. Standing Orders
 - iii. Risk Assessment
 - iv. Insurance Requirements
- 8. Council confirmed approval of Minutes from the Annual Parish Council meeting held on 5th May 2022 and the Ordinary Parish Council Meeting held on 7th March 2023 – signed by the Chairman.**
- 9. County & District Councillor Report**

As covered in Parish Meeting minutes 2023

10. Highways

Cllr Hudson reported a large pothole on the bend opposite the bridge on the corner when leaving the village- Clerk to report.

Cllr Robinson reported that she had requested a change of speed limit on Seaford Lane to Highways but unfortunately all of the reasons were deemed as ‘natural calming’ however it may be possible for slow down signs for horse traffic and all agreed that this may help ease speeds.

Cllr Hudson reported that after liaising with The Heartbeat Trust who provided the defibrillator if the machine cannot be accessed 24 hours a day then they will remove it. Cllr Robinson suggested the Clerk contact Highways to request yellow hatching outside of the Phonebox to prevent parked cars outside the area-Clerk to action.

11. Lengthsman

Cllr Howarth reported that the new lengthsman Carl Brassington was now in post and working well reporting highways issues directly via the Worcestershire County Council portal.

12. Planning

There were no new planning applications to consider.

13. Finance

a) The following payments were approved:

Luke Farnsworth	Lman Feb/March	£360.00	Cheque 100656
Lisa Cope	Postage/ Stationery/ Expenses	£76.32	Cheque 100657
HMRC	Tax	£124.00	Cheque 100658
Lisa Cope	Staffing costs	£496.48	Cheque 100659
Zurich	Insurance renewal	£214.00	Cheque 100660
Worcs CALC	Subscription fee	£114.53	Cheque 100661
ICO	Data commissioner fee	£40.00	Cheque 100662
School Bears	Coronation coins	£109.50	Cheque 100663
Carl Brassington	Lengthsman April	£80.00	Cheque 100664

b) The following documents were approved and signed for the End of Year Accounts 2022/2023

1. Approval of Certificate of Exemption
2. Approval of Annual Governance Statement 2022/2023
3. Approval of Accounting Statements 2022/2023
4. Approval of Proposed Dates for Exercise of Public Rights
5. Approval of Insurance Renewal

14. Correspondence- None received

15. Councillors reports and items for future agenda items- None

16. Date of next Ordinary Parish Council Meeting is scheduled for Tuesday 4th July 2023 commencing at 7:30pm in the Church

SIGNED..... Chairman

Date