

# **Minutes of Annual Parish and Annual Statutory Allensmore Parish Council Meetings held on 23rd May 2024 from 7.30pm at Allensmore Village Hall**

## **Part One Annual Parish Meeting (open session)**

**In attendance:** Cllrs J Lawrence, S Williams, J Evans (re-elected as Vice Chair), C Watkinson and T Cramp (re-elected as Chair) and Mrs A Wright, (Clerk) plus Ward Cllr Richard Thomas and five members of the public

Cllr T Cramp welcomed everyone to the meeting.

### **1. Annual Parish Meeting - Open Session with parishioners**

A resident was present and she outlined some future plans to renovate a local property and to develop a rehabilitation from injury plus exercise gymnasium. The plans were about two years ahead and the council heard about the aspects of the conversion and there would be full disabled access arrangements. The council thanked the resident for taking the time to come out and explain the ideas. Comments on the plans would be invited when a formal planning application was presented at the appropriate time.

A question was also asked about a soak-away query concerning a local house build. Balfour Beatty and the drainage team were looking at the situation. The parish council observations on the situation would be sent to the drainage team.

## **Part Two Annual Meeting of the Parish Council**

### **1. Co-option of councillor(s)**

There were currently two vacancies for new councillors. No co-option at this time.

### **2. Election of Chair and acceptance of office**

Cllr Tony Cramp was nominated as Chair of the parish council by Cllr Jeremy Lawrence and seconded by Cllr Charles Watkinson. There were no other nominations. Cllr Cramp was duly elected as Chair.

### **3. Election of Vice-Chair and acceptance of office**

The office of Vice-Chair received one nomination and Cllr John Evans was proposed by Cllr Tony Cramp and seconded by Cllr C. Watkinson. Cllr John Evans accepted the Office of Vice-Chair.

### **4. Election of Parish Council Officers (incl. Footpath Officer, Lengthsman Co-ordinator)**

The Planning Sub Committee was confirmed as comprising all members. Lead Charles Cllr Watkinson

The Footpath Officer was confirmed as Cllr Steve Williams

The Finance Working Group was confirmed as all Cllrs. Lead Cllr Tony Cramp

The Lengthsman Co-ordinator would be Cllr Jeremy Lawrence

## **5. Apologies for absence**

There were no apologies for absence received.

## **6. To note Declarations of Interest**

There were no declarations of interest recorded.

## **7. Brief Verbal Reports:**

7.1 **Ward Councillor** - The Ward Cllr; Richard Thomas updated the meeting and gave his annual report. There were various committees of which Cllr Thomas was a member. Lots of new information was coming out each week and planning applications also. The Children's Services Department had been identified as being in need of "attention" and a new Director had been appointed.

The Balfour Beatty Contract for the Public Realm had been declared "unsuitable" and would be replaced in June 2026. The Ward Cllr was not sure as to what it would be replaced with, as at the time of the meeting.

The Southern Link Road was back on the agenda, with the first stage of the bypass proposed for 2026.

The Ward Cllr noted that various activities had been completed around the parish and that the parish council had made good use of the grant monies available, and had used the planning comments facility.

## **8. To approve minutes of the Meeting held on 21/03/24**

**Resolved:** - The Minutes of the meeting, held on 21<sup>st</sup> March 2024, were approved by the Council

## **9. To receive any correspondence and Information Update**

Talk Community bulletins

Reminder from Governance Services for completion of new Registrable Interest Forms for council members

## **Balfour Beatty**

James Howells, the Locality Steward, had circulated his reports.

## **West Mercia Police**

Newsletter circulated when received.

### **10. Finance and Policies**

(10.1) to approve list of payments (separate list)

Mrs A Wright - salary paid in accordance with contract	
Tax due on salary payment (Payable to HMRC only)	£127.00
BHIB Ltd (PC Insurance)	£340.17
Information Commissioner (ICO)	£40.00
C. Bull (Internal Audit 2023 – 2024)	£40.00
Clear Councils (parish council insurance)	£482.39
T. Griffiths (Lengthsman)	£3360.00

(10.2) **to note bank balance**

The bank balance was noted as £15725.82.

(10.3) **To sign and approve the Exemption Certificate 2023 – 2024**

The Exemption Certificate 2023 – 2024 was approved and signed

(10.4) **To sign and approve Annual Governance Statement 2023 – 2024**

The Annual Governance Statement 2023 – 2024 was approved and signed

(10.5) **To sign and approve Accounting Statement 2023 - 2024**

The Accounting Statement 2023 – 2024 was approved and signed

**11. Planning** - to review any planning matters

There were no new planning consultations to review at the time of the meeting.

Cllr Watkinson had circulated an update, with the current position, concerning applications that had been reviewed and commented on, for information purposes.

**12. Drainage and related matters – update**

The meeting was advised, by Cllr Cramp, that the drainage grant application was being checked in regard to projects and costs and would be confirmed for approval by the council imminently. The new Public Rights of Way Grant Fund was coming through and some gates and bridges could be considered for repairs and replacement. Cllr Williams would confirm requirements.

**13. Lengthsman Contract – update and sign contract for 2024 - 2025**

Cllr Cramp and the Clerk signed the 2024 – 2025 Lengthsman Contract. The Annual Maintenance Plan was “on its way.”

**14. Broadband update (if applicable)**

Cllr Cramp advised that the developers of the Church Road houses were looking at options for broad band provision.

**15. Items for next Agenda**

All the usual items would be included for July. Also co-option of councillor(s) and adoption of new Financial Regulations for 2024, plus the proposal of a “book stop” for the Cobhall Common bus shelter and consideration of verge cutting re wildflowers

**16. Date of next meeting**

The next Ordinary Meeting of the Parish Council was confirmed as 18<sup>th</sup> July 2024

The Meeting closed at 8.57 pm

Allensmore Parish Council Meeting

23<sup>rd</sup> May 2024

Signed .....as a true record by Councillor Tony Cramp (Chairman)

Dated: - 18<sup>th</sup> July 2024

For information about what’s going on, local groups and businesses, the Church, some local history and the Parish Council, including minutes of past meetings and dates for future meetings, visit the Allensmore website.

[www.allensmore.org.uk](http://www.allensmore.org.uk)