

# CLEEVE PRIOR PARISH COUNCIL

## To Members of the Council

433

You are hereby summoned to attend a meeting of Cleeve Prior Parish Council to be held in the War Memorial Village Hall, Cleeve Prior, **Monday 8<sup>th</sup> April 7:30 pm**, for the purpose of transacting the following business only.

**Stacey E. Smith**

Clerk to the Council

## AGENDA

### 1. APOLOGIES RECEIVED

### 2. DECLARATION OF INTERESTS

- To receive declarations of interest from councillors on items on the agenda.
- To receive written requests for dispensations for disclosable pecuniary and other non-pecuniary interests (S33 of the Localism Act 2011) which are to be with the clerk as soon as possible prior to a meeting.

*Members to disclose any disclosable pecuniary interests in items on the agenda and their nature. Requests for dispensation must be written and made on an individual basis.*

### 4. MINUTES

To consider the approval of the Minutes of the CPPC Meeting held on Monday 11th March 2024. (Draft circulated 25/03/24)

### 5. FINANCIAL MATTERS

- To consider the April payment schedule, bank statements, and reconciliation (circulated 3/4/24)

Cleeve Prior Parish Council

3 April 2024 (2024-2025)

#### PAYMENTS LIST

Vouche Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
1 Utilities	15/04/2024		Treasurers Account		Electricity	Southern Electric	L	204.29	10.21	214.50
2 Parish Lengthsman	09/04/2024		Treasurers Account		Lengthsman	Nick Lane	X	156.75		156.75
										<b>156.75</b>
3 Laptop & Software	28/04/2024		Treasurers Account		Printing - Ink & Paper	HP Printing	S	7.48	1.50	8.98
										<b>8.98</b>
4 Phone	09/04/2024		Treasurers Account		Phone	Tesco Mobile	X	15.99		15.99
										<b>15.99</b>
5 Website	15/04/2024		Treasurers Account		Website & Email Hosting	IONOS - 1-1 Internet Ltd.	S	15.00	3.00	18.00
										<b>18.00</b>
6 Memorial Hall Rent	09/04/2024		Treasurers Account		Office Rent	Cleeve Prior Memorial Villa	X	80.00		80.00
										<b>80.00</b>
7 Administration Support	09/04/2024		Treasurers Account		Accounting Software	Scribe	S	408.00	81.60	489.60
										<b>489.60</b>
8 Other/Grass Cutting	09/04/2024		Treasurers Account		Lengthsman Mowing	Nick Lane	X	30.00		30.00
										<b>30.00</b>
9 Clerk's Wage	09/04/2024		Treasurers Account		Clerk's Wage	Stacey Smith	X	603.72		603.72
										<b>603.72</b>
10 Other/Grass Cutting	09/04/2024		Treasurers Account		Limebridge Mowing	Limebridge	S	305.00	61.00	366.00
										<b>366.00</b>
<b>Total</b>								<b>1,826.23</b>	<b>157.31</b>	<b>1,983.54</b>

- 2024/25 Precept. Clarification of percentage increase.

- Preparation of year-end accounts and schedule for audit submissions.

### 6. PROGRESS REPORTS

- Evesham Road Development
- D-Day Commemoration

**The meeting will be adjourned for Public Question Time**

Parishioners are invited to offer their views and question the parish or local councillors on issues on this agenda or raise issues for future consideration at the discretion of the Chairman. The time allocated is at the discretion of the Council/Chairman. When the question time is closed, the Council request that members of the public make no further contribution to the meeting unless invited to do so by the Chairman. This period is not part of the formal meeting; however, brief notes will be appended to the minutes as an aide memoire.

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**7. DISTRICT AND COUNTY COUNCILLORS' REPORTS**

**8. CLERK'S UPDATE AND CORRESPONDENCE**

**a) Updates**

1. Internal Audit – Accounts information and documentation is being sent to Gill Lungley as it is being prepared.
2. Mobile Signal – Meeting still to be arranged. Ste Ashton has provided dates. Clerk awaiting responses.
3. Crime Figures Update

**b) Correspondence for Consideration**

None

**9. PLANNING**

**Applications**

- 1) W/22/02682/OUT Evesham Road Pending Decision (See Progress Reports 6a)

**Approvals**

None

**Refusals**

None

**10. NEW MOTIONS FOR COUNCIL CONSIDERATION**

- 1) Parish Council Website. To consider the proposal regarding the website quotations. Circulated by Cllr Wilson on 26th March.
- 2) Steps at the end of the passage behind Manor Court - propose to build a D handle on the wall to aid infirm residents.
- 3) Bio-Diversity policy for the Parish Council

**11. COUNCILLORS' REPORTS AND FUTURE AGENDA ITEMS**

**Future Agenda Items**

- 1) Policy Updates – May Agenda

**12. DATE & VENUE OF NEXT MEETING**

Monday 13<sup>th</sup> May 2024 at War Memorial Hall, Cleeve Prior, WR11 8LG at 7.30pm