

# CLEEVE PRIOR PARISH COUNCIL

## To Members of the Council

418

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 13<sup>th</sup> November 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 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 9th October 2023.  
(Draft circulated 12/10/23)

### 5. FINANCIAL MATTERS

- To consider the November payment schedule

7 November 2023 (2023-2024)

#### Cleeve Prior Parish Council PAYMENTS LIST

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total	
82 Legal Fees	02/11/2023		Treasurers Account		Legal	No.5 Chambers	S	200.00	40.00	240.00	
83 Laptop & Software	14/11/2023		Treasurers Account		Printing Reimbursement	HP Printing	X	4.49		4.49	
84 Administration Support	14/11/2023		Treasurers Account		Memorial Hall Grant	Cleeve Prior Memorial Village	X	1,150.00		1,150.00	
85 Website	14/11/2023		Treasurers Account		Website & Email Hosting	IONOS - 1-1 Internet Ltd.	S	25.00	5.00	30.00	
86 WCC Grass Cutting	14/11/2023		Treasurers Account		Limebridge Mowing	Limebridge	S	610.00	122.00	732.00	
87 Other/Grass Cutting	14/11/2023		Treasurers Account		Lengthsman Mowing	Nick Lane	X	37.50		37.50	
88 Parish Lengthsman	14/11/2023		Treasurers Account		Lengthsman	Nick Lane	X	135.00		135.00	
89 Phone	14/11/2023		Treasurers Account		Phone	Tesco Mobile	X	15.99		15.99	
90 Clerk's Wage	14/11/2023		Treasurers Account		Clerk's Wage	Stacey Smith	X	662.86		662.86	
								<b>Total</b>	<b>2,840.84</b>	<b>167.00</b>	<b>3,007.84</b>

- VAT reclaim and Lengthsman reimbursement.

**6. PROGRESS REPORTS**

- a) Evesham Road Development
- b) Kings Arms Initiative
- c) Haywoods Way

**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. 24-25 Budget (circulated 20/10/2023)
- 2. Internal Audit recommendations progress report – Risk Assessment
- 3. School Lights
- 4. Website and Social Media

**b) Correspondence for Consideration**

- 1. Joan Humphries Email– Access Road on Evesham Road Circulated 2/11/23
- 2. Ron Solomon Email Request – Circulated 7/11/2023
- 3. Di King Email – Kings Arms, Caravan Site and new residents - Circulated 7/11/2023
- 4. PC Matt Beards Email – Circulated 7/11/2023

**9. PLANNING**

**Applications**

- a) W/23/01651/FUL Sharrow Bidford Road Cleeve Prior Evesham WR11 8LQ  
Change of use of a residential annexe to a residential holiday letting unit.  
Consultation ended 28/9/23 – Pending Decision

**Approvals**

- a) W/23/01930/CANW/23/01930/CAN Stonecroft Main Street Cleeve Prior Evesham WR11 8LD  
Undertake tree works as described on the application form and any accompanying information.  
Decision: No Objection

None

**10. NEW MOTIONS FOR COUNCIL CONSIDERATION**

- a) Parish Newsletter Process – Circulated 26/10/23
- b) Cost of replanting planters outside the hall £30 per tub – to be considered
- c) Expenses request for the Kings Arms working party up to a cost of £500 this is to cover Plunkett Foundation fees and printing costs – to be considered.

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

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

Monday 11th December 2023 at War Memorial Hall, Cleeve Prior, WR11 8LG at 7.30pm