

## CLEEVE PRIOR PARISH COUNCIL

Councillors are hereby summoned to a meeting of Cleeve Prior Parish Council at 7.30pm on Monday 4th November 2024 in the War Memorial Village Hall, for the purpose of transacting the following business only.

Press and public are cordially invited to attend

### AGENDA

1. **Chairman's Welcome**
2. **Apologies for absence:** To receive apologies and to approve reasons for absence.
3. **Declarations of Personal and Prejudicial Interest**
  - 3.1. **Register of Interests:** With reference to items on the agenda, members are reminded of their responsibility to declare interests and to update their register of interests as required. *Failure to register or declare an interest may result in the commission of a criminal offence.*
  - 3.2. **Disclosable Pecuniary Interests:** To declare any Disclosable Pecuniary Interests in items on the agenda and their nature. *Councillors with a Disclosable Pecuniary Interest must leave the room for the relevant items unless a dispensation is granted.*
  - 3.3. **Other Disclosable Interests:** To declare any Other Disclosable Interests in items on the agenda and their nature. *Councillors with an Other Disclosable Interest may need to leave the room for the relevant items.*
  - 3.4. **Dispensations (Localism Act 2011 s.33):** To consider any written dispensations from members who have declared an interest but wish to stay in the meeting during that time to aid discussion / speak / vote. *Dispensations must be received by the Clerk before the meeting.*

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#### **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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4. **District and County Councillors' Reports**
5. **To consider and adopt the minutes** from the Parish Council meeting on 7th October 2024.
6. **Finance:**
  - 6.1. **Bank reconciliation:** To consider and approve.
  - 6.2. **Invoices:** To approve the following invoices for payment:

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## Cleeve Prior Parish Council PAYMENTS LIST

29 October 2024 (2024-2025)

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
76	Administration Support	24/10/2024		Treasurers Account		HMRC	HMRC	X	192.90		192.90
92	Playground Equipment	21/10/2024		Treasurers Account		Playground Equipment	Sutcliffe Play	S	143.00	28.60	171.60
93	Clerk's Wage	04/11/2024		Treasurers Account		Clerk's Wage	Cleeve Prior Parish Council	X	638.97		638.97
94	Clerk Expenses	04/11/2024		Treasurers Account		Clerk Expenses	Cleeve Prior Parish Council	X	120.00		120.00
95	HMRC	04/11/2024		Treasurers Account		HMRC	HMRC	X	159.60		159.60
96	Cleeve Prior Improvements	04/11/2024		Treasurers Account		Hoden Lane	Kingsmoor Farm Limited	S	400.00	80.00	480.00
97	Laptop & Software	04/11/2024		Treasurers Account		Printing - Ink & Paper	HP Printing	S	7.48	1.50	8.98
98	Website	04/11/2024		Treasurers Account		Website & Email Hosting	IONOS - 1-1 Internet Ltd.	S	15.00	3.00	18.00
99	Utilities	04/11/2024		Treasurers Account		Electricity	Southern Electric	L	239.91	12.00	251.91
<b>Total</b>									<b>1,916.86</b>	<b>125.10</b>	<b>2,041.96</b>

## 7. Progress Reports: Items for discussion or decision or to share updates.

**7.1.** Evesham Road development Travellers Site W/22/02682/OUT Section 106: To receive an update.

**7.2.** Community Speedwatch: To receive an update (Cllr. Smith).

**7.3.** Handrail installation: To receive an update.

**7.4.** Hoden Lane: To consider the invoice to dig a drainage channel in Hoden Lane and level spoil.

**7.5.** Playground bark: To consider any quotes.

**7.6.** Parish Council website: To receive an update on the new website (Cllr. Vincent).

**7.7.** Parish Council logo: To receive an update on updating the logo (Cllr. Vincent).

**7.8.** Playground Inspection: To receive an update on the intervention proposal.

## 8. Clerk's Report & Correspondence

**8.1. Mobile Phone:** To consider using the Clerk's work mobile phone for Cleeve Prior Parish Council.

### 8.2. Correspondence:

**8.2.1.** Worcestershire CALC – Town & Parish Councils: Health & Wellbeing

**8.2.2.** Cllr Robinson – Footbridge by Millennium Green.

**8.2.3.** Cllr Wilson – PWL.

**8.2.4.** Cleeve Prior Primary School – Update from Governors.

## 9. Planning

### 9.1. To receive any updates on applications:

**9.1.1. W/24/00632/FUL:** Erection of 61 dwellings, Evesham Road.

**9.1.2. W/24/01296/FUL:** Change of use of existing agriculture storage building to storage of commercial goods vehicles.

**9.1.3. W/24/01755/HP:** Rear extension to garage and addition of garage doors to car port.

**9.1.4. W/24/01436/HP & Associated Ref: W/24/01437/LB:** Replace barn doors.  
*Application approved by Wychavon District Council.*

**9.1.5. W/23/01651/FUL:** Change of use of an annexe to a holiday letting unit.

**9.1.6. W/23/02012/FUL:** Reinstatement of Middle Barn.

**9.1.7. W/22/02682/OUT:** Outline application for development of up to 100 dwellings.

**9.1.8. W/24/01560/HP:** Upward extension at first floor, ground floor side extension.

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*Application approved by Wychavon District Council.*

- 9.1.9. W/24/01605/TC:** Installation of 25m lattice tower, antenna apertures, microwave transmission dishes and equipment cabinets enclosed by 1.8m high timber fence with 3m double wide gate.

*Application approved by Wychavon District Council.*

- 9.1.10. W/24/01553/HP:** Installation of base and erection of summerhouse.

*Application approved by Wychavon District Council.*

- 9.1.11. W/24/01774/CAN:** Undertake tree works as detailed on application form.

### **10. New Motions/Items for Council Consideration**

- 10.1. Repairs to Wharf:** To consider repairs required at Cleeve Prior Wharf.

- 10.2. Neighbourhood Plan:** To consider commencing the process to update the Neighbourhood Plan.

- 10.3. Litter Pick:** To consider a date for the next litter pick.

**10.4. Kings Arms:**

- 10.4.1.** To consider the request from the King's Arms Benefit Society to borrow £250,000 as a Public Works Loan.

- 10.4.2.** To consider the process for a public consultation on the Public Works Loan request.

- 10.5. Internal Auditor Appointment:** To consider the appointment of Gill Lungley as Internal Auditor for 2024/25.

- 11. Councillors' Reports and Future Agenda Items:** To provide an opportunity for councillors to report minor matters of information not included elsewhere on the agenda and to raise items for future meetings. *Councillors are respectfully reminded that this is not an opportunity for debate or decision making.*

### **12. Date & Venue of Next Meeting**

Monday 2nd December 2024 at 7.30pm, War Memorial Hall, Cleeve Prior, WR11 8LG.

Dated 29th October 2024

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Kerry Williamson  
Clerk and RFO