

**CLEEVE PRIOR PARISH COUNCIL**

**Councillors are hereby summoned to a meeting of Cleeve Prior Parish Council at 7.30pm on Monday 7<sup>th</sup> April 2025 in the War Memorial Hall for the purpose of transacting the following business only.**

Press and public are cordially invited to attend.

**AGENDA**

1. **To elect a Chairman for the meeting. Proposer Cllr. Marshall**
2. **Apologies for absence.** Cllr. Robinso, Cllr Wilson. Both on leave.
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 disposable 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. **Dispensation (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. *Dispensation must be received by the Clerk before the meeting.*

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**The meeting will be adjourned for the 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 memoir .

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4. **District and County Councillor's reports.**
5. **To consider and adopt the minutes** from the Parish Council meeting of 3<sup>rd</sup> March 2025.

## 6. Finance:

**6.1 Bank Reconciliation:** To consider and approve. Documents to be circulated.

**6.2 Invoices:** To approve the following invoices for payment:

Code	Date	Description	Supplier	Amount
Lengthsman	6/3/25	Lengthsman	G.Powis	127.50
Website	10/3/25	Website & email	IONOS	18.00
Bank Charge	7/4/25	Bank Charge	Lloyds	4.25
Lengthsman	31/3/25	Lengthsman	G.Powis	136.00
Lengthsman	31/3/25	Lengthsman	G.Powis	17.00
Laptop & S/ware	31/3/25	Acctg software	Scribe	489.60
Mem. Hall rent	31/3/25	Office rent	Mem. Hall	80.00
Grass cutting	31/3/25	Grass mowing	Limebridge	446.40
Street Lights	31/3/25	Electricity	S.Electric	64.26

**6.3 Request from school** for Tree works subsidy

**6.4 Brush Cutter for Lengthsman.** See proposal circulated by Cllr Mellor.

**6.5. Cllr Marshall update** report circulated 11<sup>th</sup> March.

**6.6 Year end reporting** status. Verbal report Cllr. Marshall

7. **County Council elections.** Email circulated 26<sup>th</sup> March.

## 8. Progress reports:

**8.1** Evesham Road development. To receive an update Also email from H. Peachey regarding use of CIL monies.

**8.2** Parish Council Website.& Logo In abeyance 2025

**8.3** Clerk Recruitment and Councillor recruitment. Progress report. (see 9.1)

**8.4** Repairs to wharf. Deferred to Spring 2025. Investigations continue.

**8.5** Neighbourhood Plan update . Action deferred till Clerk replacement.

**8.6** Charges to Rooftop Housing. (Cllr Marshall.) See agenda item 6.5

**8.7** Allotment management (Cllr Marshall) See agenda item 6.5

## 9. Acting Clerk's report and Correspondence.

**9.1 Acting Clerk verbal report.** In the absence of the Acting Clerk (Cllr. Robinson) he had circulated a written update on 11<sup>th</sup> March. This includes the subject of Clerk & Cllr recruitment which should be addressed at this meeting.

**9.2 Future of the Parish Newsletter.** (Discussion paper circulated) Request for volunteers posted in Newsletter

**9.3 Correspondence:** The following items have been received and circulated on the dates shown.

**9.3.1** 4/2/25 S. Collins Wychavon Parish Games.

**9.3.2** 10/3/25 R. Harrison. VE Day Commemoration Grant.

- 9.3.3 10/2/25 L. Randall Woodland Trust, Earls Lane Wood.
- 9.3.4 13/3/25 Cllr. Wilson. Request from resident re. Grass Cutting.
- 9.3.5 15/3/25 J. Grainger-Williams Highways. Bus Infrastructure
- 9.3.6 14/3/25 Cllr Robinson re. application W/ENF/25/0021 enforcement.
- 9.3.7 18/3/25 Minerals@ Worcs. Publication of Worcs. Minerals & Waste report.
- 9.3.8 19/3/25 Neighbourhood Matters. Re. Neighbourhood Watch Trustee.
- 9.3.9 25/3/25 C. Sutton . Worcs. Wildlife Project.
- 9.3.10 26/3/25 M. Rose. re. Atlas Tower Group. Re. Mobile phone mast
- 9.3.11 29/3/25 D. Eades. Re W. Mercia Police priorities.
- 9.3.12 29/3/25 R. Armstrong. Play equipment maintenance.
- 9.3.13 30/3/25 Loddars, Land at Evesham Road

## **10. Planning.**

### **10.1 New applications .**

10.1.1 None.

### **10.2 Amended applications.**

9.2.1 None

### **10.3 Granted Applications.**

10.3.1 None

## **11. New Motions/Items for Council consideration.**

**12. Councillor's reports & 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.

## **13. Date and venue of next meeting.**

**13.1** Monday 5<sup>th</sup> May 2025 at 7.30pm.

At The War Memorial Hall, Cleeve Prior, WR11 8LG

**Cleeve Prior Parish Council Dated 2<sup>nd</sup> April 2025**