CHILDSWICKHAM PARISH COUNCIL

Clerk to the Council David Hunter-Miller, 35 Benbow Close, Malvern Wells, WR14 4JJ
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Councillors are summoned to the Annual Meeting of Childswickham Parish Council at 7:30PM, or immediately following the conclusion of the Annual Parish Meeting, on Thursday 1st May 2025 at Childswickham Memorial Hall, WR12 7HF (///stray.procures.magnetic)

Press and public are cordially invited to attend

Agenda 05/2025

1. **Election of Chair and signing the Declaration of Acceptance of Office**
2. **Election of Vice-Chair**
3. **Apologies for absence:** To receive apologies and to approve reasons for absence
4. **Declarations of personal and prejudicial interest**
   - **4.1. Register of Interests:** With reference to items on the agenda councillors are reminded of their responsibility to declare interests and to update their register of interests as required.
   - **4.2. 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.*
   - **4.3. Other Interests:** To declare any Other Registerable Interests or Non-Registerable Interests in items on the agenda and their nature. *Councillors with an Other Registerable Interest or Non-Registerable Interest may need to leave the room for the relevant items.*
   - **4.4. Dispensations:** To consider any written dispensations from councillors who have declared an interest but wish to stay in the meeting during that time to aid discussion / speak / vote.
5. **Open Session:** *The meeting will be adjourned for the open session*
   - **5.1. District Councillors:** To receive a brief report
   - **5.2. County Councillor:** To receive a brief report
   - **5.3. Public participation:** At the discretion of the Chairman members of the public will be invited to speak and/or question the Parish Council on issues relating to this agenda or raise issues for future consideration.
6. **To consider and adopt the minutes** from the Parish Council meeting on the 6th March 2025
7. **Progress reports:** *To receive a brief update only*
   - **7.1.** Councillor vacancies
   - **7.2.** Traffic issues
   - **7.3.** Twitchams Lane dog fouling bin
8. **Play Area**
   - **8.1.** To consider the recent play area inspection report
9. **Highways and Lengthsman Scheme**
   - **9.1.** To receive an update on the Lengthsman Scheme and to consider any items for the Lengthsman's work schedule
   - **9.2.** To consider the Lengthsman Scheme Annual Agreement 2025-26
10. **Planning**
   - **10.1.** To consider public consultation regarding a possible Neighbourhood Development Plan for Childswickham
   - **10.2.** To **consider** the following planning appeals to be determined by The Planning Inspectorate:
     - **10.2.1. APP/H1840/W/25/3360640** (associated ref. **W/24/01079/FUL**): Planning application for 6no pitch Gypsy/Traveller site with associated hardstanding, fencing and installation of Package Treatment Plant. Land At (Os 0667 3979) Murcot Road Childswickham.
   - **10.3.** To **consider** the following applications to be determined by Wychavon District Council:
     - **10.3.1. W/25/00494/FUL (amended)**: Land At (Os 0727 3869), Farmers Lane, Childswickham. 8 No. proposed new dwellings and associated works.
     - **10.3.2. W/25/00294/FUL:** Land at (OS 0732 4021), Murcot Turn, Broadway. Change of use of land to a camping and glamping site incorporating Five Straw bale walled and natural timber and green

roofed glamping round house units, 2 bell tents and 10 tent pitches with associated naturally constructed community and event spaces. Natural storm water harvesting, reed bed drainage, natural cold water swimming pond, kitchen, solar array with on site composting and organic food agriculture. Limited parking for 20 vehicles on gravel hard standing with petrol/ oil interceptor.

10.4. To **note** responses made under delegated authority for the following applications:

10.4.1. W/25/00494/FUL: Land At (Os 0727 3869) Farmers Lane Childswickham. 8 No. proposed new dwellings and associated works.

10.4.2. W/25/00326/LB: Mill Cottage The Cross Childswickham Broadway WR12 7HJ. Replace and repair thatch roof, in stages, south / prevailing first. Materials, design, ridge detail, wire netting - all to be like for like repair or replace.

10.4.3. W/24/02531/OUT: Land At Evesham Road Broadway. Outline application with all matters reserved for up to 17 dwellings

11. Parish matters for discussion/decision

11.1. To consider use of £250.00 grant funding to support VE day celebrations

11.2. To consider contacting the Rural Payments Agency regarding the condition of Hedgerow at Farmers Lane

11.3. To consider changes to The Practitioners' Guide requiring every authority to have a generic email account hosted on an authority owned domain

12. Correspondence for response or action

12.1. Citizens Advice: Fundraising

12.2. Wychavon District Council: Wychavon Parish Games

13. Annual business as per Standing Orders

13.1. To review eligibility for the General Power of Competence

13.2. To review the following policies and procedures:

13.2.1. Code of Conduct

13.2.2. Delegation Policy

13.2.3. Disciplinary Procedure

13.2.4. Financial Regulations

13.2.5. Grievance Procedure

13.2.6. Planning Delegation Policy

13.2.7. Social Media Policy

13.2.8. Standing Orders

13.3. To review insurance, risk and assets:

13.3.1. Risk Management Policy and Risk Register

13.3.2. Insurance cover

13.3.3. Inventory of assets

13.4. To review appointment to committees, working groups and external bodies

13.5. To review the meeting schedule for the year ahead

14. Finance

14.1. To consider and approve the 2024-25 end of year accounts and bank reconciliation

14.2. To note the appointment of an external auditor and to consider any interests

14.3. To self-certify exemption from external audit

14.4. To consider and approve the Annual Internal Audit Report

14.5. To consider and approve the Annual Governance Statement

14.6. To consider and approve the Accounting Statements

14.7. To approve the arrangements for the exercise of public rights

14.8. To review bank signatories

14.9. To consider and approve the 2025-26 budget expenditure

14.10. To consider and approve the 2025-26 bank reconciliation

14.11. To approve the following invoices for payment:

14.11.1. David Hunter-Miller (Clerk's salary and expenses - May)

14.11.2. HMRC (PAYE - May)

14.11.3. Worcestershire CALC (subscription): £627.41

14.12. To note the following payments approved between meetings under delegated authority:

14.12.1. 07/03/25 Brian Arrowsmith (Lengthsman - February): £210.00

14.12.2. 07/03/25 M Newbury (grass cutting): £360.00

14.12.3. 07/03/25 Mr RA Simms (wood treatment): £21.84
14.12.4. 07/04/25 David Hunter-Miller (salary and expenses)
14.12.5. 07/04/25 HM Revenue and Customs (PAYE)
14.12.6. 07/04/25 Brian Arrowsmith (Lengthsman - March): £203.00
14.12.7. 07/04/25 Playsafety Limited (play area inspection): £124.80

14.13. To note the following direct debit payments between meetings:
14.13.1. 10/03/25 Lloyds Bank (account charges): £4.25
14.13.2. 07/04/25 Lloyds Bank (account charges): £4.25

15. Councillors' reports and items for the next agenda: *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.*

16. Date of the next meeting

Dated 25th April 2025

David Hunter-Miller
Clerk and RFO