SEDGEBERROW PARISH COUNCIL

SEDGEBERROW ANNUAL PARISH MEETING

Will take place on Wednesday 21st May 2025 at 6.15pm in Sedgeberrow Village Hall

Everyone is welcome to attend.

AGENDA

1. **Apologies for Absence.**

3. **Chairman's Annual Report**

4. **County Councillor's Report**

5. **District Councillor's Report**

6. **Residents forum**

This meeting will be followed by the

ANNUAL PARISH COUNCIL MEETING

To Members of Sedgeberrow Parish Council

You are duly summoned to attend Sedgeberrow Parish Council meeting on Wednesday 21st May, at 7.15pm at Sedgeberrow Village Hall.

Everyone is welcome to attend.

AGENDA

1. **Election of Parish Council Chairman and signing of declaration of Office**
2. **Election of Vice-Chair**
3. **Apologies**: To receive apologies and approve reasons for absence.

4. **Registration & Declarations of Interest**

Public Question Time

The time allocated is a total of 20 minutes with a 3-minute limit per person. Residents are invited to give their views and question the parish council on issues on this agenda, or raise issues for future consideration at the discretion of the chairman. Members of the public may not take part in the parish council meeting itself. This period is not part of the formal meeting; brief notes will be appended to the minutes as an aide memoire.

5. **Document Review: To note Code of Conduct, Standing Orders and Financial Regulations.**

6. **To Appoint Representatives to the Following:** Worcestershire Association of Local Councils, New community hall, Village Hall, Police Liaison, Transport issues, Tree Warden, Flood Warden, Play Park, VAS, Newsletter, Defib & Fixed assets

7. **Minutes**: To consider the approval of the minutes of the Council meeting held on 19th March 2025.

SEDGEBERROW PARISH COUNCIL

8. **Policing matters – security working party update**

9. **County & District Councillors' reports**

10. **Highways Matters**

11. **Proposal for PC to manage Glebe Meadow**

12. **Planning:**

    a) Comments made on planning applications to Wychavon: W/25/00643/HP 22 Cheltenham RoadSedgeberrowEveshamWR11 7UL. No objection.
    b) Applications Approved: N/A
    c) Applications refused: N/A
    d) Holloways Yard

13. **UPDATES, Community Hall/Legacy Grant, Neighbourhood Plan, Parish Games, Defibrillator and Pétanque Piste**

14. **Play Park ROSPA inspection outcomes and actions.**

15. **Finance**

    a) Monthly Bank Reconciliation – March & April

    b) NS&i Accounts Administration - update

    c) Agree draft accounts for year ending 31st March 2025, including annual bank reconciliation and statement of accounts.

    d) To agree and sign the Certificate of Exemption 2024/2025

    e) Agree and sign the Annual Governance Statement (AGAR 1)

    f) Agree and sign the Annual Statement of Accounts (AGAR 2)

    g) Agree commencement date for the exercise of public rights (3rd June – 14th July)

    h) Appoint internal auditor.

    i) Insurance LTA

    j) Church grant request

To note the following payments made since the last meeting:

a) Mrs N Nicholson – Clerk Salary - March	£423.59
b) Mrs N Nicholson – Clerk Work from home allowance	£26.00
c) PlaySafety Ltd – Annual Play Park inspection	£96.00
d) Martin Woodhouse – Lengthsman services - March	£168.00
e) Worcestershire CALC – Training	£84.00
f) Lloyds Bank – banking fee	£4.25
g) Mrs N Nicholson – Clerk Salary April	£423.59
h) Mrs N Nicholson – Clerk work from home allowance	£26.00
i) Ian Harrison – Pentanque installation	£8220.00

j) Worcestershire CALC – Annual subscription £707.63
k) Idependant Memorial Cleaning – clean & repair £2388.00
l) Martin Woodhouse -Lengthsman Services – April £168.00

To review and authorise the following payments:
a) Clear Councils – Annual insurance premium £678.00
b) Mrs N Nicholson – Clerk OPE £TBC

Remittance:
Lottery Funding Pétanque £3500
Worcestershire County Council Lengthsman reclaim March £213.81
R Chubb – Pentanque fundraising £132.00
R Chubb – Petnanque fundraising £274.61
Wychavon District Council – CIL Payment £28906.44
Sue Morris – Pentanque Crowd funding £750.00
Wychavon District Council Precept 1 and grant £6751.00

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16. **Village Newsletter – Next edition**

17. **Website**

18. **Village Maintenance – Bus Shelters, litter bins & phone box**

19. **Environmental Issues**

20. **SeSaMe Oil buying club**

21. **Correspondence for Information/Discussion**

22. **Future agenda items and reports**:
Councillors may use this opportunity to report minor matters of information not included elsewhere on the agenda and to raise items for future agendas.

Dates of next meeting: Wednesday 16th July 2025

To be held at Sedgeberrow Village Hall, within Sedgeberrow CofE School. 7.15pm Start.

Minutes of March meeting and previous minutes and other relevant information can be found at:
www.sedgeberrowpc.org.uk

Nikki Nicholson – Clerk & R.F.O