SEDGEBERROW PARISH COUNCIL

SEDGEBERROW ANNUAL PARISH MEETING

Will take place on Wednesday 27th May 2026 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 27th 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.

SEDGEBERROW PARISH COUNCIL

5. **Document Review: To note Code of Conduct, Standing Orders & Financial Regulations and approve the IT policy required for assertion 10.**

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- Jubilee & Glebe, VAS, Newsletter, Defib & Fixed assets, signatories and finance.

7. **Minutes**: To consider the approval of the minutes of the Council meeting held on 18th March 2026.

8. **Policing matters – ANPR/CCTV**

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

10. **Highways Matters – Traffic monitoring/HGV's**

11. **Recreation Grounds - Jubilee Park /Glebe Meadow**

12. **Planning:**

    a) Comments made on planning applications to Wychavon: W/26/00790/PIP Holloway Agri-Drain, Winchcombe Road. Permission in principle for 4 market dwelling and 1 affordable home. Objection re flood zone submitted.
    b) Applications Approved: N/A
    c) Applications refused: N/A
    d) Holloways Yard enforcement
    e) SWDPR adoption

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

14. **Finance**

    a) Monthly Bank Reconciliation – March & April

    b) Budget review v actual spend, 25/26 with a view to reallocation of 26.27 precept budget.

    c) NS&i Accounts Administration – update VHC endowment

    d) Accept internal audit report (See attached)

    e) Agree draft accounts for year ending 31st March 2026, including annual bank reconciliation and statement of accounts. (See attached)

    f) Agree and sign the Annual Governance Statement (AGAR 1)
    See attached

    g) Agree and sign the Annual Statement of Accounts (AGAR 2)
    See attached

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

    i) Insurance renewal

j) Agree Clerk salary scale SCP 28-30 (SCP 29, April 26) & Overtime.

To note the following payments made since the last meeting:

SEDGEBERROW PC PAYMENT AUTHORISATION & RECEIPTS APRIL/MAY 2026					
Main Account					
Date	Payee	Details	Supplier Total	Payment by	Funding sourse
paid on 28.03.26	Mrs N Nicholson	clerk salary - March	£ 451.07	S/O	General
paid on 28.03.26	Mrs N Nicholson	clerk WFH allowance	£ 26.00	S/O	General
paid on 05.03.26	M Woodhouse	lengthsman services - March	£ 170.00	S/O	General
Paid on 14.04.26	Wickstead Leisure	Glebe play equipment parts	£ 145.74	bacs	CIL?
Paid on 16.04.26	Evesham signs	Newsletter printing	£ 230.00	bacs	General
paid on 16.04.26	HMRC	querterly employers NIC	£ 15.17	bacs	General
paid on 17.04.26	Lloyds bank	banking fee	£ 4.25		General
paid on 20.04.26	BWP Creative	Annual domain name	£ 14.40	bacs	General
paid on 21.04.26	Worcestershire CALC	annual membership fee	£ 729.82	bacs	General
Paid on 24.04.26	C Jackson	reimburse bleed kits	£ 108.98	bacs	CIL?
paid on 28.04.26	Mrs N Nicholson	clerk salary - April	£ 457.78	S/O	General
paid on 28.04.26	Mrs N Nicholson	clerk WFH allowance	£ 26.00	S/O	General
paid on 05.05.28	M Woodhouse	lengthsman services - April	£ 170.00	bacs	General
paid on 05.05.26	Evesham signs	update park signage	£ 50.97	bacs	CIL?
paid on 05.05.26	Sdege Village Hall	meeting room hire 2025	£ 150.00	bacs	General
paid on 05.05.26	Sedge Village Hall	rest of 26.27 and ad hoc's	£ 100.00	bacs	General
paid on 05.05.26	Smart cut Ltd	Grass cutting	£ 302.40	bacs	General
paid on 18.05.26	A R Lewis	gate post replace Glebe	£ 421.00	bacs	CIL?
paid on 20.04.26	S Carlyle	Internal audit fee	£ 80.00	bacs	General
		CURRENT ACCOUNT EXPENDITURE	£ 3,653.58		
Receipts					
Date	Payee	Details	Total	Receipt by	
24.03.2026	Worcestershire County Council	Lengthsman reimbursement	£ 350.69	bacs	
27.04.2026	Wychavon District Council	precept & precept grant	£6,851.00	bacs	
27.04.2026	Wychavon District Council	CIL 90 Winchcombe Road	£229.13	bacs	
		TOTAL RECEIPTS	£7,201.69		

15. **Village Newsletter – Next edition**

16. **Village Maintenance – Bus Shelters and Community litter pick**

17. **Environmental Issues & SeSaMe Oil buying club**

18. **Correspondence for Information/Discussion**

19. **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 2026

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:

SEDGEBERROW PARISH COUNCIL

www.sedgeberrowpc.org.uk

Nikki Nicholson – Clerk & R.F.O