

## SHRAWLEY PARISH COUNCIL

The Annual Meeting of Shrawley Parish Council (SPC) is to be held on

**Monday 15th May 2023 at 19.30pm in Shrawley Parish Hall.**

Your attendance at the meeting is requested and the business to be transacted is set out on the agenda below.

**Interim clerk;** Mrs C. Shinner

**Telephone;** 0750 098801

**Email;** [clerk@shrawleyparishcouncil.gov.uk](mailto:clerk@shrawleyparishcouncil.gov.uk)

The Old Library Centre  
65 Ombersley Street East  
Droitwich Spa  
Worcestershire  
WR9 8QS

**All Councillors to sign a declaration of acceptance of office prior to the start of the Parish Council meeting**

### AGENDA

- 1. To receive apologies for absence and to approve reasons for absence.**
- 2. To elect a Chairman for Shrawley Parish Council.  
To elect a Vice Chairman for Shrawley Parish Council.**
- 3. Declarations of Interest**
  - a) Register of interests; Councillors are reminded of the need to update their register of interests.
  - b) To declare any other Disclosable Pecuniary Interests in items on the agenda and their nature.
  - c) To declare any Other Disclosable Interests in items on the agenda and their nature.
  - d) Written requests for the council to grant a dispensation (S33 of the Localism Act 2011) are to be with the clerk at least four clear days prior to a meeting.

Councillors who have declared an interest **must leave the room** as per the code of conduct and the Shrawley Parish Council standing orders. Failure to register or declare a Disclosable Pecuniary Interest may be a criminal offence.
- 4. To confirm the minutes of the meeting of 20<sup>th</sup> March 2023**  
(Circulated)

#### **Meeting Adjourned for public question time 1/2**

The time allocated is at the discretion of the council/chairman and is limited to 15 minutes in total. Residents are invited to give their views and question the parish council on issues on this agenda or raise issues for further consideration at the discretion of the chairman.

Members of the public may not take part in the parish council meeting itself unless the Chairman allows. This period is not part of the formal meeting. Individual comments will be limited to 3 mins per parishioner.

- 5. Reports from County and District Councillors.**

## **6. Highways and footpaths**

- 6.1 Highways problems regarding Bluebells in May parking. Yellow lines to be discussed.

## **7. Current Parish Council Projects and progress reports**

- 7.1 Parish Lengthsman update.  
7.2 Concern re Data Breach at Annual Parish Meeting.

## **8 Planning applications**

- 8.1 Planning applications for consideration by the Parish Council

None to date of agenda publication.

- 8.2 Planning applications decisions from Shrawley PC submitted since the last Parish Council meeting.

M/23/00249/CU.

Location: Willows, Rectory Lane, Shrawley, Worcester, WR6 6TP

Description of Proposal: Equestrian development (retrospective) at OS 8003 6543.

Comments= submitted. "This site is clearly being used being used for business purposes and not just personal use as per planning condition 4 of the original planning approval 20/01083/FUL. This condition was stipulated due to the impact of traffic on the road leading to the site. There has also been a toilet and septic tank installed that do not appear to be identified in the planning application. The application should be modified to include the septic tank and toilet facilities as well as clarification being required regarding the apparent ongoing commercial use.

The manege is visible from the bedroom windows of Pipe House and low level lighting would be needed to protect the neighbours and countryside"

- 8.2 Planning application decisions notified by Malvern Hills District Council: Approval

M/23/00150/

Location: The Byres Shrawley Worcester WR6 6TB

Proposal: Replacement of existing stable block with car port to include change of use of land to residential use

M/23/00213/CU

Location: Bonefields Farm, New Inn Lane, Shrawley, Worcester, WR6 6TE

Proposal: Outdoor riding arena for domestic use of owners and their children. Sand and fibre riding surface, timber post and rail fencing, no floodlights, on near level ground

M/22/01762/FUL

Location: Bartlam House, Rectory Lane, Shrawley, Worcester, WR6 6TP.

Proposal: Creation of natural pond (part retrospective)

## **9 Correspondence for information only**

- Comment online from a visitor.
- Comments from Parishioners re the Annual Parish meeting data breach

## **10 Finance**

- |      |  |                       |          |
|------|--|-----------------------|----------|
| 10.1 | Barclays Bank balance  | (as at 31/3/23)       |          |
|      | Business Current account   |                       | £3242.99 |
|      | Business saving account  |                       | £46.23   |
|      | Cambridge and Counties Bond  | (as at 31 March 2022) | £8693.09 |
| 10.2 | Accounts for payment.  |                       |          |
|      | Clerk work for April 2023  |                       | £268.80  |
|      | Clerk mileage for April 2023   |                       | £13      |
|      | Zurich Insurance for the Council   |                       | £257.60  |
|      | CALC Service charge and affiliation fee 2023-24  |                       | £306.29  |
|      | Coney Green Services Work around the parish  |                       | £325     |
| 10.3 | Monies received  |                       |          |
|      | Malvern Hills District Council Precept 23-24   |                       | £4750    |
|      | WCC Parish lengthsman refund Jan 23  |                       | £340     |
|      | WCC Parish Lengthsman refund Feb 23  |                       | £223.57  |
| 10.4 | The annual audit of the parish council finances is to proceed on May 22 <sup>nd</sup> , 2023, with the accounts to be audited by Diane Malley as previously appointed. |                       |          |
| 10.5 | The <b>financial regulations</b> of the Parish Council are to be reviewed. There are no changes suggested by the Clerk.  |                       |          |
| 10.6 | The <b>Standing orders</b> of the Parish Council are to be reviewed. There are no changes suggested by the Clerk.  |                       |          |
| 10.7 | Council to consider and approve/sign the <b>Certificate of exemption</b> 2022-23. AGAR page 3.   |                       |          |
| 10.8 | Council to consider and approve/sign the <b>Annual Governance statement</b> for 2022-23. AGAR page 5.  |                       |          |
| 10.9 | Council to consider and approve/sign the <b>Accounting statements</b> 2022/2023. AGAR page 6.  |                       |          |

**11 Reports from Parish Councillors and items for consideration** for the next Parish Council Meeting.

**12 To approve the risk log and asset register for 2023-24**

**13 Dates of the next Parish Council meetings to be confirmed**

These will be held in the Village Hall

July 17<sup>th</sup> 2023– Ordinary meeting of the Parish Council

September 18<sup>th</sup> 2023 – Ordinary meeting of the Parish Council

November 20<sup>th</sup> 2023 – Ordinary meeting of the Parish Council

### **Public question time 2**

Public can provide information on matters discussed at this point or raise items for consideration at the next meeting. Comments are limited to 3 mins per parishioner.