

## Charlton Parish Council

Minutes of The Annual Parish Council Meeting 8<sup>th</sup> May 2025 at 7.30pm

Clerk to the Council, Wendy Cope 22, Heathfield Road, Norton Evesham

Tele: 01386 871205

Email:clerk@charlton-worcestershire-pc.gov.uk

Website www.charlton-worcestershire.org.uk

Present: Chairman Cllr Roger Davies, Cllr Wendy Sharpe, Cllr Darren Salmons,

Cllr Helen Hill, Cllr Richard Wallis, District Councillor Angie Crump,

Parish Clerk Wendy Cope.

The Clerk informed The Council of some very sad and shocking news that The Lengthsman Brian Arrowsmith had passed away very suddenly, obviously The Council were very upset to learn this.

- 1) Election of The Chairman Richard Bentley was duly elected as The New Chairman proposed by Roger Davies and seconded by Darren Salmons
- 2) Chairman's Declaration and acceptance of Office In the absence of Cllr Richard Bentley, in line with our Standing Orders, the meeting agreed that this would be signed at a later date, as soon as practically possible.
- 3) To review and accept Financial Regulations All agreed.
- 4) To review and accept Code of Conduct All agreed.
- 5) To review Standing Orders All agreed
- 6) To review Disciplinary Policy All agreed
- 7) To review Data Privacy Policy The Council asked for an amendment to be made concerning children.

**PUBLIC FORUM** No members of the public attended

- 8) Apologies Cllr Ted Grazier, Cllr Richard Bentley, Cllr Emma Kearsey
- 9) To elect the Vice Chairman for the coming year Cllr Sharpe nominated Cllr Salmon and Cllr Davies seconded this.
- 10) Declaration of Interest none
- 11) County Councillors Report Cllr Kearsey sent her apologies as she had only been in office for a week.
- 12) District Councillors Report Cllr Crump, reported that the formation of The New Unitary Council was moving forward there were two options 1) The whole of Worcestershire 2) Two councils North and South Worcestershire this should go out to consultation shortly. Rooftop and Platform have received a category C2 for their response to repair requests and would be trying to reach a C1.
- 13) Report on SDWP The current programme for hearing sessions has now concluded. In due course the inspectors will write to The Councils to set out their views on an interim basis. Additional information is expected in relation to the Site Allocation at Mitton in the summer and further consideration may need to be given to this element of the plan thereafter.
- 14) Report on WCC Minerals Plan Cllr Davies said that he was concerned about the delays in The Development Plan document identifying potential sites, so he was going to write to Emily Barker at WCC after consulting with neighbouring Parish Councils. We need to check that potential mineral sites in the plan match those identified in the SWDP
- 15) Appointment of Working Groups and Committees. Planning Committee: Cllr Wallis, Cllr Hill, Cllr Davies, Cllr Sharpe and Cllr Bentley. Finance Working Group: Cllr Davies, Cllr Bentley and The Clerk.

- 16) To appoint Parish Council Representatives Crophorne and Charlton Village Hall: Cllr Salmons. Workman Trust/Old School Room: Cllr Sharpe. Flood Working Group: Cllr Bentley, Cllr Davies, Cllr Sharpe.
- 17) To allocate responsibilities Street lighting: Cllr Davies, Mowing and The Green: Cllr Davies and Cllr Bentley. Footpaths: Cllr Bentley. Tree Warden: Cllr Grazier. Lengthsman: Cllr Salmons and Cllr Bentley. Website: Cllr Wallis and The Clerk. Flood Warden: Cllr Sharpe. Cemetery and Wildflower Area: Cllr Hill. SWDP: Cllr Davies and Cllr Bentley. WCC Mineral Plan Cllr Davies and Cllr Bentley.
- 17) To consider the Parish Insurance for 2025-2026 The Clerk informed The Council that she had contacted the insurance company to enquire about a three-year agreement
- 18) To receive reports from representatives Parish Path Warden: Cllr Bentley said he had been in touch with the Parish Path Warden via email and would contact him again. Crophorne and Charlton Village Hall: The Parish Council are now receiving Agenda's and minutes from their meetings and Cllr. Salmons would try and get more involved with this in the future. Workman Trust and Old Schoolroom: The Trust now has a new Chairman Mr Hall, who wishes to meet with The Parish Council to discuss the old website. The Clerk was instructed to invite Mr. Hall to The Annual Parish Meeting. The new heater which was construed to be a hazard has now been removed.
- 19) To confirm and adopt the minutes of 13th of March 2025 The Minutes were duly signed.
- 20) To receive reports from The Planning Committee This had been dealt with earlier at a planning meeting.
- 21) Finance The Clerk presented the Agar end of year accounts to be signed.
- 22) To set a date for The Annual Parish Meeting it was agreed to wait for Cllr Bentley to set this date. The Council asked The Clerk to invite the New Chair of The Workman Trust and The Police to this meeting.
- 23) To consider matters affecting The Green The Council asked The Clerk to arrange for Freddie Jack's Memorial bench to be fixed ASAP, as The Lengthsman Brian was going to this. The Clerk said she would make it a priority. The Clerk said she had received quotes from Smart Cut to install kerbings as benchmark to deter people from driving over The Green. This appeared to be quite high and Cllr Bentley had said he would seek a further quote and report back, so that we can arrange to discuss this with residents who use the access track. Cllr Sharpe stressed that the important thing to do was to stop gravel spread onto the grass, particularly as more gravel will be required at some stage.
- 24) Cemetery Matters Cllr Davies has revised the terms and conditions and schedule of prices for The Cemetery, which were agreed.
- 25) Highways, Footway and Footpath Matters Cllr Davies reported that the footpath at The Bight 506 and towards Crophorne 507 were at risk of losing width from Blackthorne which was also growing over the top of walkers along 507. The Clerk was asked to take this up with WCC. Water runoff from The Diocesan Field at Church Leys Crophorne was a big problem. The meeting agreed Cllr Davies would write to The District Councillor concerning this, asking her to take this up with WDC.
- 26) Public Footpath Status of Paths not on The Definitive Map This hasn't been done yet.
- 27) Flood Issues Cllr Davies reported that there hadn't been any flooding recently and that there were volunteers who would be clearing the brook in the near future

- 28) Reports for Information Pollution of The River Avon: Cllr Crump reported that there was to be a meeting in Fladbury this would be attended by Nigel Huddleston Conservative MP along with several members of The River Avon Action Group, about The Pollution on The River Avon.
- 29) To receive a report on CALC issues nothing to report
- 30) Correspondence No correspondence had been received.
- 30) Items for for information/inclusion on the next Agenda none
- 31) Invoices for payment all invoices signed.
- 32) Date for the next Parish Council Meeting Thursday 10<sup>th</sup> of July 2025

Meeting adjourned 9.10

**Signed/date**

