

**MINUTES of the MEETING of the OVERBURY AND CONDERTON PARISH
COUNCIL held on Monday 26 June 2023 at 6.30pm in Overbury Village Hall**

PRESENT: Mrs G Milway – Chairman
Mrs Ruth Darling
Mr Steven Voysey

In attendance: Miss R Long – Clerk to the Parish Council

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Steff LeMarechal, who reported in as unwell. This was accepted by Councillors.

2. DECLARATIONS OF INTEREST

Councillors were reminded of the need to keep up to date their Register of Interests, and to declare any Personal Interest or Prejudicial Interest relating to any items on the Agenda. There were no Declarations of Interest for this Meeting.

3. MINUTES OF PREVIOUS MEETING

The Minutes of the Meeting held on Monday 15 May 2023, which had been circulated to Councillors, were approved and signed by the Chairman.

4. PROGRESS REPORTS

(1) Vacancies for two councillors to represent the Overbury Ward of the Parish Council

No co-option had yet been arranged to fill the two Councillor vacancies to represent Overbury on the Parish Council.

(2) Proposed Children's Play Area

Mrs Laura Aggett addressed the meeting as arranged and summarised the results of her survey of interest in the provision of play equipment. The survey showed that 90% of the 169 families contacted were enthusiastic about the development. Councillors appreciated the work Mrs Aggett had carried out in order to establish a demand for the new play area but were less convinced by the wide target for the survey. There were various other concerns, including the site for the development and its management. It was therefore decided to arrange a meeting between the Overbury Estate, the Parish Council and the Cricket Club to discuss the various aspects of the proposal.

(3) Road Closure at Watergrip Lane in Conderton

The resurfacing work has been delayed until July.

(4) Bredon Hill Conservation Group Update

The Clerk reported that the last annual subscription of £30 towards the administration costs of the Group was paid for year 2020/21 and no demand has been received since or meeting arranged. It was therefore assumed that the Group has been inactive during the last two years.

(5) Housing Development at The Close, Conderton

The Clerk was asked to respond to the planning application for the "Demolition of existing dwelling and erection of 5 dwellings with associated works" on behalf of the Parish Council, as follows:

"Members of the Conderton Ward of Overbury and Conderton Parish Council were generally supportive of and impressed with the design and layout of this proposed residential development. The only concern that has been raised is whether there is sufficient parking allowed for visitors to the development, bearing in mind that the lack of parking has always been a problem in Conderton, particularly when the Yew Tree pub is busy, Further thought should be given to this aspect of the development".

5. WYCHAVON DISTRICT COUNCIL

(1) Councillor Rupert Raphael elected as Chairman.

(2) Trees Call to Action Project (A partnership Project with Wychavon District Council) offers support to parish councils for tree planting and maintenance projects. The Chairman reported that she had applied for support for COCO.

6. WORCESTERSHIRE COUNTY COUNCIL

The County Council is carrying out a Local Government Boundary Commission Review for Worcestershire for which virtual meetings are being offered.

7. SOUTH WORCESTERSHIRE POLICE

The Parish Council has been circulated with the usual Rural Beat, Safer Neighbourhood Team and Economic Crime Unit newsletters and alerts, amongst which were warnings about securing email accounts; types of scams to discuss with young members of the family; and how to report a scam.

8. MITTON BANK HOUSING DEVELOPMENT

The Chairman, Mrs Milway, attended a public meeting at Bredon where residents and parish councils were urged to respond to this new application for the building of 500 houses at Mitton Bank. Further information is available on the Bredon Parish Council website (www.bredonpc-org.uk/mitton-bank) and the Tewkesbury Borough Council website.

9. OVERBURY PLAYING FIELD

The current lease between the Trustees of Overbury Estate and the Parish Council terminates on 24 March 2025 as does the Sub Lease between the Parish Council and the Trustees of Overbury Cricket Club. The renewal and terms of the Lease and the Sub Lease will need to be discussed and agreed before the termination dates.

10. FINANCE

(1) Current Finance Report – statement enclosed with Agenda papers

	£
Balance brought forward from 15 May 2023 meeting as per Minutes	7643.50
Receipts since May Meeting	£
Wychavon DC – Coronation Celebration Funding	200.00
	7843.50
Payments since May Meeting	
Mrs S J Fenton	-200.00
	7643.50
Payments now due	
Tanist Cloud Ltd (Mrs Sharon Denson) ref Clerk wages	40.00
Tanist Cloud Ltd Internal Audit	125.00
WDC – 1xdog bin emptying & maintenance	100.34
Chairman’s Expenses 2022/23	125.00
Ruth Hutt – bus shelter cleaning instalment	100.00
Overbury Village Hall – charge for meetings	97.00
Overbury Cricket Club – contribution toward field mowing	150.00
Friends of St Faiths – churchyard mowing	150.00
	- 887.34
Balance carried forward to next meeting	6756.16

The Finance Statement was accepted by Councillors.

(2) Audit Procedure for 2022/23

The following documents had been circulated to Councillors with the Agenda for consideration at this meeting:

1. Internal Auditor’s Report: The Report had been completed and signed by Mrs Sharon Denson (Tanist Cloud Ltd) with no adverse comments. The year end Bank Reconciliation and the statement of year end Receipts and Payments had also been approved by Mrs Denson as part of the Audit.
2. Certificate of Exemption from Limited Assurance Review: It was agreed that the Certificate should be submitted to the External Auditor, PKF Littlejohn, before 30 June and was signed by the Chairman and the Clerk as the Responsible Financial Officer.
3. Annual Governance Statement: The completed Annual Governance Statement was agreed and then signed by the Chairman and Clerk.

4. Accounting Statements for 2022/23: This form had already been signed by the Clerk as Responsible Financial Officer when presented to the meeting. It was agreed by Councillors and then signed by the Chairman. Note: there were no relevant Variances compared to the 2021/22 Accounting Statements to be reported this year.

5. Notice of Public Rights and Publication of Annual Governance and Accountability Return (Exempt Authority): The Notice of Public Rights with the Terms and Conditions would be displayed on the Parish Council's noticeboards in Overbury and Conderton by 30 June as required to confirm that all accounting documents and records can be inspected by application to the Clerk between Monday 3 July to Thursday 11 August 2023.

All the above papers will be published on the Community page of the Overbury.org website by 1 July as required.

11. CLERK'S REPORT ON URGENT DECISIONS MADE SINCE THE LAST MEETING

No urgent decisions were made since the March meeting.

12. COUNCILLORS' REPORTS AND ITEMS FOR FUTURE AGENDA

There were no Councillors' reports or items for future agenda.

13. DATE OF NEXT MEETING

The next meeting was arranged for Monday 2 October 2023 at 6.30pm in the village hall.

There being no further business the Meeting closed.

