

**MINUTES of the ANNUAL MEETING of the OVERBURY AND CONDERTON PARISH
COUNCIL held on Monday 15 May 2023 at 6.00pm in Overbury Village Hall**

PRESENT: Mrs G Milway – Chairman
Mrs Ruth Darling
Mrs Steff LeMarechal
Mr Stephen Voysey

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

1. ELECTION OF CHAIRMAN

Mrs Georgina Milway was unanimously re-elected as Chairman of the Parish Council.

2. APOLOGIES FOR ABSENCE

There were no apologies for absence.

3. ELECTION OF VICE CHAIRMAN

No Vice Chairman was elected.

4. DECLARATIONS OF INTEREST

(1) 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.

5. REVIEW OF FINANCIAL MANAGEMENT AND REGULATIONS, RISK ASSESSMENT AND INSURANCE REQUIREMENTS

(1) Financial Management and Risks

The Clerk reported that there has been no change in the conduct of the Parish Council's financial management, salient points being as follows:

There is no Petty Cash account; the Clerk is not a signatory to the single current account at Lloyd's Bank in Tewkesbury, which requires the signatures of two Councillors; there are currently no capital investments or loan commitments; the Parish Council does not own any land or buildings.

It was agreed that the Clerk's financial reports given at each meeting and reconciled with the bank account are an acceptable record of the financial transactions and balance of funds in the bank account.

(2) Risk Assessment and Insurance Requirements

The Parish Council's insurance policy remains with Zurich Insurance and is considered satisfactory. The annual premium of £368.09 is due for payment, which includes standard public and employee liability insurance as well as street furniture and the sports field with the two bay swing.

6. APPOINTMENT OF COUNCILLORS TO REPRESENT THE PARISH COUNCIL

(1) Village Hall Management Committee Councillor Lemarechal agreed to continue to represent the Parish Council as a member of the Committee

(2) Bredon Hill Conservation Group Councillor Darling commented that this Group appears to have become inactive for some time, and the Clerk confirmed that an annual subscriptions request has not been received recently. The Clerk will find out if the Group remains functioning.

7. MINUTES OF PREVIOUS MEETING

The Minutes of the Meeting held on Monday 20 March 2023, which had been circulated to Councillors, were approved and signed by the Chairman.

8. PROGRESS REPORTS

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

As there were no nominations for two more councillors to represent the Ward of Overbury, it is hoped to co-opt to fill these vacancies after the 4 May elections have taken place.

(2) The Coronation of King Charles III on Saturday 6 May

The Clerk reported that a Big Lunch was organised for Sunday 7th May in Overbury Village Hall, which was decorated with bunting, flowers and balloons, together with a beautiful, stitched wall hanging designed to celebrate the Coronation. Funding had been raised for this free community lunch from the refreshments supplied for a previous open gardens event, to which was added the £200 donation from Wychavon District Council. The Lunch was not only delicious but a great success as a community social event, with fancy dress competitions adding to the fun.

(3) Management of the Proposed Children's Play Area

Mrs Laura Aggett will update Councillors with regard to the further information requested by Councillors, including a confirmed suitable site for the play area and proof of local demand, at the next meeting of the Parish Council.

(4) Road Closure at Watergrip Lane in Conderton

Work is due to start on 3 June and appears to be for resurfacing rather than the repair of a blocked drain as originally assumed.

9. WYCHAVON DISTRICT COUNCIL

(1) Planning Approval, including Conditions, has been received for the conversion of Brake Cottage in Overbury from residential use to form a flexible multipurpose function space.

(2) A statement of results after the Local Elections on 4th May has been received, advertised and circulated.

(3) A Consultation Document has been circulated with regard to the proposal to demolish the one existing dwelling at The Close in Conderton and erect five replacement dwellings with associated work – this meeting had been brought forward so that Councillors could attend a meeting that had been arranged for residents to view the plans and discuss the proposed development.

10. WORCESTERSHIRE CALC (County Association of Local Councils)

Mr Christopher Wayman, Executive Officer of Worcestershire CALC, had written to Councillors thanking them for continuing their commitment to parishes and encouraging them to take advantage of the training offered by CALC for Councillors and Clerks alike.

11. SOUTH WORCESTERSHIRE POLICE

Apart from the regular Rural Beat, Safer Neighbourhood Team and Economic Crime Unit newsletters and alerts, the Parish Council recently received and circulated an Open Letter from Chief Constable Pippa Mills entitled "Reforming the Police Service" to explain the action that is taking place within the West Mercia Police to rid the service of any corruption, racism, misogyny, discrimination and bias.

12. SAFETY INSPECTION OF SPORTS FIELD

The Annual Safety Inspection carried out by Play Safety for RoSPA found no urgent repairs required but it is necessary to monitor the chains and seats to check for further wear, as well as the gaps in the safety matting. A copy of the report will be sent to the Cricket Club and Zurich Insurance.

13. FINANCE STATEMENT

		£
Balance brought forward from 20 March 2023 meeting as per Minutes		8043.31
Receipts since March Meeting	£	
Wychavon DC Precept & Grant-1 st instalment	1376.00	9419.31
Payments since March Meeting		
Overbury Enterprises – playing field & pavilion rent	18.00	
Overbury Enterprises – Playing field & pavilion water	136.79	
WDC – Cleaning & emptying 4 x dog bins	301.03	
RS Long – quarterly salary	149.90	
HMRC Tax on Clerk's salary	37.60	
Playsafety Ltd	90.00	-733.32
Payments now due		
Worcestershire CALC Annual subscription	174.40	
Zurich Insurance	368.09	
Overbury Cricket Club – repairs to entrance driveway	500.00	-1042.49
Balance carried forward to next meeting		7643.50

The Finance Statement was accepted by Councillors.

Note from 2021/22 annual accounts:

Worcs CC mowing grant was £884.22 in year2021/22 from which a donation was made to the Cricket Club and Friends of St Faith's of £150 each. This left a balance of £584.22, which it was decided would be retained rather than donate it to Overbury Enterprises as a contribution towards their parish mowing costs. The Parish Council could then make a donation to the Cricket Club when the charge for the repair of the entrance driveway had been received. It is noted that the sum of £500 has now been donated to the Cricket Club at this meeting.

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 26 June 2023 at 6.30pm in the village hall.

There being no further business the Meeting closed.