

Alderminster Parish Council

Annual meeting of the Parish Council

Monday 12th May 2025
Alderminster Village Hall 8.15 pm

Present: Cllr David Curtis
Cllr Mark Meadows
Cllr John Melville
Laura Callow (Parish Clerk and Responsible Financial Officer)

Also present: 28 members of the public.

1	Election of Chairman: Cllr David Curtis was unanimously elected as Chairman of the Parish Council.
2	Apologies: Apologies from Dominic Skinner
3	Declaration of interests: None to declare.
4	Declaration of acceptance of office: The Chairman signed their Declaration of Acceptance of Office in the presence of the clerk.
5	Minutes of the previous meetings: The minutes of the meeting of the 13 th May 2025 were RESOLVED as an accurate record and were signed by the Chairman.
6	General Power of Competence: it was agreed and RESOLVED that the Parish Council currently DOES NOT meet the criteria for eligibility to exercise the General Power of Competence as defined under s1(1) of the Localism Act 2011.
7	Annual Governance and Accountability Return Part 2: a) The Council received and RESOLVED to approve the internal auditor's report. The Council RESOLVED to approve the Annual Governance Statement which was signed by the Chairman. The Council RESOLVED to approve the Accounting Statements which were signed by the Chairman. The Council certified that it was exempt from submitting an Annual Governance and Accountability Return to the external auditor. It was noted that all the above documents, together with the Notice of Public Rights and publication of unaudited Annual Governance and Accountability Return would be posted on the Parish Council's website by the 1 st July 2025.
8	Insurance: it was RESOLVED to renew with Zurich Town Insurance at the cost of £300.00 per annum.

9	<p>Grant: It was discussed and RESOLVED to grant £300.00 to the Village Fete Committee to help support the yearly village fete.</p>
10	<p>Red Telephone Kiosk: It was RESOLVED the Parish Council will adopt the red telephone kiosk if BT decide it is no longer needed as a working phone box.</p>
11	<p>Review of all current policies: it was RESOLVED to approve the following policies; Financial Regulations, Standing Orders, Scheme of Delegation, Reserves Policy, Publication Scheme, Grants Policy, Equality & Diversity Policy and Code of Conduct. All policies are reviewed yearly.</p>
12	<p>Planning applications:</p> <ul style="list-style-type: none"> i) 25/00522/COUR Whitehill Buildings - Conversion of redundant modern agricultural barn to create Crossfit Gym – No Representation submitted ii) 25/00845/FUL High Meadow - Construction of two-bay car port with office accommodation – No Representation submitted iii) 25/00858/VARY Hill Farm - Application Reference Number: 22/03038/FUL Date of Decision: 10/03/2023. Variation of Condition Number(s): Condition 2 (Plans) & 5 (Climate Change). Substitution of plans to allow alterations to design. Support submitted. <p>And to receive the results of any planning applications:</p> <ul style="list-style-type: none"> i) 24/03202/FUL Sharnsbrook – Planning permission is granted subject to conditions. ii) 24/03278/FUL – Hillside, 64 New Road – Planning permission is granted subject to conditions.
13	<p>Accounts for payments and finance matters:</p> <p>The following payments were approved and authorised:</p> <ul style="list-style-type: none"> i) HMRC (NI) - £** ii) HMRC (Tax) - £** iii) Clerks salary (March) – £** iv) Bank charges - £8.00 v) DCK Payroll (March) - £36.00 vi) Lewis & King Ltd (Defib) - £143.70 vii) Clerks salary (April) - £** viii) Clearview windows (bus shelter) - £100.00 ix) Laura Callow (office supplies) - £30.90 x) WALC (annual subscription) - £226.40 xi) Alderminster PCC (Grant) - £1215 xii) Defib Machines Ltd – £1662.00 xiii) SDC (Bin emptying) - £171.00 xiv) DCK Payroll (end of year) - £73.80 xv) Laura Callow – (meeting expenses) -£27.50 xvi) Clerks Salary (May) – £** xvii) HMRC (Tax) - £** xviii) Kenneth Dunn (Audit) - £200.00 xix) Laura Callow (meeting expenses) - £127.50 <p>The supporting documentation was signed by the Chairman.</p>

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Correspondence:

- Ownership of land next to the church – clerk has spoke to Mike Rogers from WCC who advised it is a actually named Church Lane and the road number is E69920. IT IS Publicly maintained so is part of WCC Highways and is under remit of all other roads. since that conversation it is now unclear who owns the land and has been passed onto Country Pathways as a new path was put down in 2016. When clerk has more information this will be updated at the next meeting.
- Bushes behind/around bus stop- clerk has chased this up but still no luck to any more information as to whether they will be removed.
- Old Stour open Space – PC received an email from a MOP regarding open space and the way the PC have acted regarding this. the clerk is in the process of finding all information out to report back to the MOP.

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Councillors' reports and items for future agenda: Hedges in Village

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Dates of forthcoming meetings:

The following dates were set for forthcoming meetings:

11th July 25

08th September 25

10th November 25

12th January 26

09th March 26

11th May 26

The meeting closed at 8.46 pm.

Signed:

Dated: