

# CHARLTON PARISH COUNCIL

[www.charlton-worcestershire.org.uk](http://www.charlton-worcestershire.org.uk)

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To Councillors Richard Bentley, Roger Davies, Edward Grazier, Helen Hill, Wendy Sharpe and Richard Wallis

**A Meeting of Charlton Parish Council will be held on THURSDAY 11th MAY 2023, at 7.30 pm in the OLD SCHOOLROOM, CHARLTON**

## A G E N D A

1. To elect the Chairman for the coming year
2. Chairman's Declaration and Acceptance of Office

PUBLIC FORUM – the opportunity for residents to raise matters of concern

3. To receive and consider apologies for absence
4. To elect the Vice Chairman for the coming year
5. To receive any Declarations of Interest
6. To receive a report from County Councillor Elizabeth Eyre
7. To receive a report from the District Councillor
8. To receive an update on the SWDPR, including Traveller site locations
9. To receive an update on the WCC Minerals Plan
10. To appoint Committees and Working Groups
  - (1) Planning Committee
  - (2) Finance WG
11. To appoint Parish Council representatives
  - (1) Cropthorne and Charlton Village Hall
  - (2) Workman Trust/Old School Room
  - (3) Worcestershire CALC
  - (4) Flood WG
12. To allocate responsibilities
  - (1) Street lighting
  - (2) Mowing and The Green
  - (3) Footpaths

- (4) Tree warden
  - (5) Lengthsman liaison
  - (6) Website
  - (7) Flood warden
  - (8) Cemetery and Wild Flower area
  - (9) PACT
  - (10) SWDPR
  - (11) WCC Minerals Plan
13. To consider the Parish Council insurance for 2023/2024
14. To arrange and confirm the cheque signatories
15. To receive reports from representatives
- (1) Parish Paths Warden (Adrian Peake)
  - (2) Cropthorne and Charlton Village Hall
  - (£) Workman Trust/Old Schoolroom
  - (4) PACT
16. To confirm and adopt the Minutes of the Meeting held on 9<sup>th</sup> March 2023 (enclosed)
17. To receive the report of the Planning Committee held on 27<sup>th</sup> April 2023 (enclosed)
18. To n consider the arrangements for co-opting for the Parish Council Vacancy
19. Finance
- (1) To receive Receipts and Payments Account 01.02.23 – 31.03.23 (enclosed) and to sign the latest Bank reconciliation
  - (2) To approve payment of the following invoices:

Worcestershire CALC - subscription	£354.70 + £63.51 VAT	<b>£418.21</b>
Brian Arrowsmith (March)		<b>£187.50</b>
BHIB – insurance		£668.70
N Power	£384,54 + £19.23 VAT	<b>£403.77</b>
	£122.11 + £6.11 VAT	<b>£128.22</b>
  - (3) To confirm the following Debit Card and cheque payments since 9<sup>th</sup> March 2023:

First Paige printers	£9.33 + £1.87 VAT	<b>£ 11.20</b>
Post office Ltd		<b>£ 7.60</b>
Post Office Ltd		<b>£ 13.80</b>
W H Smith		<b>£ 5.99</b>
Smart Cut Ltd	£159.12 + £31.82 VAT	<b>£190.96</b>
Stuart Adams (per WIX.com)	£132.00 + £26.40 VAT	<b>£158.40</b>
Julian Hawley (per Coronation event)		<b>£300.00</b>
Cropthorne & Charlton Village Hall Fund (per Coronation event)		<b>£100.00</b>
20. To sign off the Accounts for 2022/2023
21. To receive and approve the Annual Governance Statement for 2022/2023 (enclosed)

22. To consider and approve the Accounting Statement for 2022/2023 (enclosed)
23. To consider any feedback from the Parish Meeting on 20<sup>th</sup> April 2023 (notes enclosed)
24. To consider matters affecting the Green, including
  - (1) Vehicle parking on The Green
  - (2) New benches
  - (3) New notice board
25. To receive an update on Cemetery matters
26. To receive an update on highway, footway and footpath matters, including funding for the additional VAS sign.
27. To consider an application for public footpath status of paths not on the definitive map
- 28.. To receive an update on flood issues
- 29 To receive an update on street lighting matters
- 30 Reports for information
  - (1) Broadband in Charlton
  - (2) Pollution of the River Avon
  - (3) Asset of Community Value re-submission
  - (4) Lengthsman (March worksheet enclosed)
  - (5) WCC Green Infrastructure consultation
  - (6) Renewal of lengthsman Agreement for 2023/2024
- 31 To receive a report on matters from CALC
32. To note any correspondence
  - (1) WDC Business Rates Bill - Nil
33. Items for Information/Inclusion on the next agenda
34. Date of the scheduled Parish Council Meeting – Thursday 13<sup>th</sup> July 2023

*Roger Gurney*

Roger Gurney, Clerk to Charlton Parish Council

5<sup>th</sup> May 2023