

# CHARLTON PARISH COUNCIL

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

Clerk: Wendy Cope 22, Heathfield Road, Norton, Evesham WR11 4TQ

Telephone: 01386 871205

email: [parishcouncilclerk@charlton-worcestershire.org.uk](mailto:parishcouncilclerk@charlton-worcestershire.org.uk)

---

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

**The Annual Parish Council Meeting of Charlton Parish Council will be held on THURSDAY 9<sup>th</sup> MAY 2024, 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
3. To review and accept Standing Orders
4. To review and accept Code of Conduct

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

5. To receive and consider apologies for absence
6. To elect the Vice Chairman for the coming year
7. To receive any Declarations of Interest
8. To receive a report from County Councillor Elizabeth Eyre
9. To receive a report from the District Councillor
10. To receive an update on the SWDPR
11. To receive an update on the WCC Minerals Plan
  
12. To appoint Committees and Working Groups
  - (1) Planning Committee
  - (2) Finance WG
  
13. To appoint Parish Council representatives
  - (1) Cropthorne and Charlton Village Hall
  - (2) Workman Trust/Old School Room
  - (3) Worcestershire CALC
  - (4) Flood WG
  
14. 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

15. To consider the Parish Council insurance for 2024/2025
16. To receive reports from representatives
  - (1) Parish Paths Warden (Adrian Peake)
  - (2) Crophorne and Charlton Village Hall
  - (£) Workman Trust/Old Schoolroom
  - (4) PACT
17. To confirm and adopt the Minutes of the Meeting held on 14<sup>th</sup> March 2024
18. To receive the reports of the Planning Committee for 4<sup>th</sup> April and 25<sup>th</sup> April 2024
19. Finance The Parish Clerk will present the accounts for the end of year AGAR form for signing.
20. To consider any feedback from the Parish Meeting on Thursday 18<sup>th</sup> April 2024
21. To consider matters affecting the Green
22. To receive an update on Cemetery matters
23. To receive an update on highway, footway and footpath matters.
24. To consider an application for public footpath status of paths not on the definitive map
25. To receive an update on flood issues
26. To receive an update on street lighting matters
27. Reports for information
  - (1) Pollution of the River Avon
  - (2) WCC Green Infrastructure consultation
  - (3) Renewal of lengthsman Agreement for 2024/2025
  - (4) .gov.uk emails
28. To receive a report on matters from CALC and consider A letter from The Chairman of CALC
29. To note any correspondence
30. Items for Information/Inclusion on the next agenda
31. Invoices for payment
32. Date of the scheduled Parish Council Meeting Thursday 11<sup>th</sup> July 2024  
Wendy Cope Clerk to The Parish Council of Charlton