

# DRAFT Minutes of the Annual Meeting of Severn Stoke & Croome d’Abitot Parish Council

A grouped parish council comprising of the two Parish Areas of Severn Stoke and of Croome d’Abitot

## Wednesday 19<sup>th</sup> June 2024, 7.30pm At Croome Court SOQ meeting room

<b>Parish Councillors Present:</b>	Cllr Susan Faulkner (rep for Severn Stoke parish ward) Cllr Larry Freeman (rep for Croome parish ward) Cllr Richard Hill (rep for Severn Stoke parish ward) Cllr Pat Preston (rep for Severn Stoke parish ward) Cllr Nicola Sumner (rep for Severn Stoke parish ward) Cllr Ray Williams (rep for Severn Stoke parish ward) 5 vacancies available for co-option upon application.
<b>Also in Attendance:</b>	Mrs L Stevens (Clerk and RFO). District Cllr John Michael. S.S (Lengthsman). L.H (Parish Hall Committee) M.F (National Trust). 5 members of the public. <i>The meeting commenced at 7.30pm</i>
<b>Apologies:</b>	Parish Cllr Royston Garrard (rep for Croome parish ward) County Cllr Martin Allen. District Cllr David Harrison. J.H (PCC St Denys’). P.J (Environment Agency). D.E (Environment Agency) 2 residents.

45/24	<p><b>Introduction, apologies, general admin and points of order</b>                  There are currently 5 vacancies on this parish council, (1 in the Croome parish ward and 4 in the Severn Stoke parish ward). The quorum of this council is that 4 parish cllrs must be present for the meeting to proceed.</p> <p><b>Apologies</b> as above duly accepted, excepting, the Environment Agency submission that they are required by law to be absent during the pre-election period - Cllrs did not accept this reasoning and noted that their presence would have been appropriate given the critical situation.</p> <p><b>Motion</b> of thanks to the D-Day Committee for an excellent event on Kempsey Common to commemorate the 80<sup>th</sup> Anniversary of the landings on the Normandy Beaches. Prps: PP. Scnd: NS.</p>	Clerk
46/24	<p><b>Declarations of Interest.</b></p> <ul style="list-style-type: none"> <li>i. - Cllr Garrard in respect of planning as a neighbour to the property. No vote required as Cllr Gerrard was absent from the meeting.</li> <li>ii. - Cllr Freeman in respect of planning as a volunteer for the National Trust. No vote required as Cllr Freeman voluntarily withdrew from debate at the appropriate point .</li> </ul>	
47/24	<p><b>The meeting will be adjourned for Open Forum (Public Question Time)</b>                  Please refer to the notes on your seat for information about this section.</p> <ul style="list-style-type: none"> <li>i. <b>Q1 Yellow lines.</b> In reference to the yellow lines proposed at the entrance to Croome Court National Trust car park, residents noted that this will solve some problems but create others. Resident correspondence is included here as being a brief and accurate summary of discussions held at this meeting:                         <ul style="list-style-type: none"> <li>• The suggestion that this problem is solely a result of restricted car park availability is at odds with previous experience. At peak times when visitors have to wait to access the site, some will simply choose to park on the roadside and access the park via the footpath adjacent to Keepers Cottage (additional attraction of avoiding the pay booth at NT Croome).</li> <li>• This proposal arose from an evaluation made by police in response to evidence presented, not stem “from a complaint received via the Police”.</li> <li>• Residents and Cllrs cannot understand why the proposal has a gap in the yellow lines between Keepers Cottage and the Croome entrance. Even when Croome’s car parking areas are fully available some people will park in this section rather than queue to enter the site, this means that others prepared to queue completely block the road. Effectively a gap in yellow lines at this point appears to offer consent to park.</li> </ul> </li> </ul>	

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47/24	<p>Continued</p> <p>i.</p> <ul style="list-style-type: none"> <li>The gap in yellow lines between Keepers Cottage and Stone Cottage will reduce the road to effectively a single lane in this region. As a consequence there may be congestion and compromised visibility at Keepers Cottage and Stone Cottage.</li> <li>There is a deep ditch between Keepers Cottage and Stone Cottage. Where people attempt to get their cars off of the road surface there is a risk that a car could topple into the ditch. The edge of the ditch is already crumbling in places</li> <li>For these reasons residents and Cllrs agreed to feed back Dave Jew, Traffic Engineer, Network Control, E &amp; I Directorate, Worcestershire County Council that there should be no breaks in the proposed yellow lines. Vote to take place later as per agenda.</li> </ul> <p>ii. <b>Q2 car parking charges.</b> Request for clarification from our DCllrs. The Clerk later obtained the following information from the MHDC website:  26 February 2024 news release: "Consultation. Malvern Hills District Council is proposing to make changes to car park times and charges in the first change for most of these tariffs in 12 years. As part of a public consultation, there a number of changes to council-owned car parks which include stay-time increases, as well as a cost increase for some. The proposals are being made to ensure that at times of high inflation the council can continue to provide essential services, such as, waste and recycling collections, planning services, support to businesses, housing, parks, public toilets and more. Amongst the suggestions, which has been asked for by traders is to increase the maximum waiting period from two to three hours in Malvern town centre car parks at Belle Vue Terrace, Edith Walk, Grange Road North and South. As well as this, there will be an increase to three hours for vehicles displaying a valid disabled person's blue badge across all sites. Other changes could include a cost increase of a 24-hour stay car park from £3 to £4 at the Council House, Victoria Road, Hanley Road, New Street, Priory Road North, Priory Road South, and Teme Street car parks. Also, an increase the cost of the evening operating hours tariff (4pm to 8am) from £1.50 to £2 at all car parks and an increase in the cost of the Resident Annual Two Hour Permits from £25 to £30 per year. Malvern Hills District Council however will continue to freeze the costs of the most popular tickets- the 50p one hour and £1 two-hour tickets. These will remain some of the lowest parking rates charged in the county." The consultation ended in March 2024 and the results have not yet been published.</p> <p>JM noted that there is now a planning requirement for one electric charging (EV) point to be provided where parking is open to the general public and that the District Council would need to cover these expenses. Discussion in relation to 3 Phase Power being required in order to install fast, powerful 22kW EV chargers. <b>Action:</b> DCllr Michael to ask the question in relation to 3 Phase Power as part of car parking improvements.</p>	DCllr Michael
48/24	<p><b>Minutes</b>  <i>To receive and consider approval of the minutes of the previous meeting.</i></p> <ul style="list-style-type: none"> <li>22<sup>nd</sup> May 2024 AGM of Severn Stoke and Croome d'Abitot Parish Council. Prps: LF. Scnd: RW. <b>Approved.</b></li> </ul>	
49/24	<p><b>Councillors' &amp; Friends Reports</b> - <i>Items presented for Motion and decision will be including in the next agenda, unless covered by a previous Motion, or previously approved as part of the annual budget, or covered by the Delegation to the Clerk Policy.</i></p> <p>a. <b>CCllr Martin Allen.</b> <i>Written report provided in advance included in Appendix 1. Taken as read.</i></p> <p>b. <b>DCllr John Michael</b></p> <ul style="list-style-type: none"> <li>Verbal reports received on efforts to tackle fly tipping. New report of fly tipping at Kinnersley T-junction. DCllr to report for action.</li> <li>DCllrs continue to chase a meeting with C.Chandler (WMD Area Flood Risk Manager) and P. Jones ref flood bund.</li> </ul> <p>c. <b>National Trust M. Fullard.</b></p> <ul style="list-style-type: none"> <li>EV chargers are also to be included within the planned car park improvements.</li> <li>Dunstall Castle has been vandalised</li> <li>Visitor numbers slightly down due to weather.</li> <li>Changing places invites will be out soon.</li> <li>Planning enforcement is being progressed.</li> <li>Response submitted to yellow line proposals to support but with reservations as to gaps.</li> </ul>	DCllr Michael



<p>49/24 cont d.</p> <p>e.</p>	<p><b>Lengthsman</b></p> <ul style="list-style-type: none"> <li>- Graffiti removed from speed signs across Kempsey, Severn Stoke and Croome. Residents are encouraged to report graffiti quickly.</li> <li>- Vegetation control around village gates</li> <li>- Strimming conducted round bollards London Arch sharp bend.</li> <li>- Changing the VAS batteries and moving the VAS to difference locations is a time consuming and heavy job – thank you for covering under lengthsman agreement.</li> <li>- Going to check the white gates at High Green again as Highways have declined to get involved in repairing.</li> <li>- Cllr Freeman and Simon to look at the lose slab at the noticeboard at High Green.</li> </ul> <p>Clerk 'quick fire' update:</p> <ul style="list-style-type: none"> <li>- Additional Elan VAS (funded by PoliceCrimeCom) for A38 is on order – no delivery date.</li> <li>- Mud in road Madge Hill reported and D.Faulkner (WCC Highways) has been out to have a look and allocate work team. No timescales for work to be undertaken.</li> <li>- Obstructive hedge reminders sent to Savills, home owner and tenant with regards to sections along A38 and by VAS in Clifton.</li> <li>- Obstructive hedge courtesy email sent to Savills with regard to Madge Hill.</li> <li>- Email sent to National Trust and WCC asking them to observe/consider the condition of the informal layby at The Panorama. This after reports of vehicle difficulties.</li> <li>- Parish Council (in consultation with Hall Committee) have given permission for car park site to be used for the Church Fete July 2024. Neighbours informed as a courtesy.</li> <li>- Police/PCSOs have simplified the template form that they provide to parish councils to report local issues and priorities on a quarterly basis. Correspondence received from PS Jason Maiden SNT Sergeant   South Worcestershire LPA</li> <li>- ICO self assessment conducted ensuring PC pays correct Data Protection fee £40 pa.</li> <li>- Three quotes sought for replacement of light column Severn Stoke. Once quotes have been obtained, Clerk will present to PC, seek permission for temporary road section closure and write to residents to inform. Mark Colston (Prysmian) is advising on spec: replace with LED lighting, standard grey paint to match existing, no embellishments as per Highways request.</li> </ul>	<p>Cllr Freeman and Lgthsman</p>
<p>50/24</p> <p>a.</p> <p>b.</p> <p>c.</p>	<p><b>Planning and Enforcement</b> - <i>to consider, comment and resolve to respond to the following applications or enforcement matters.</i></p> <ul style="list-style-type: none"> <li>- <b>M/24/00693/FUL</b> 6 High Green, Severn Stoke, WR8 9JS, Demolition of existing workshop and kennels and construction of new workshop (Retrospective). Cllrs noted concerns in relation to use classes of the current out-buildings, environmental nuisance, noise and visual disruption, increased traffic, visual impact on historical setting, impact on planning integrity, access, hazardous materials and building regulations. <b>Motion</b> to object. Prps: LF. Scnd RW. <b>Carried.</b></li> <li>- To consider and Motion to support with amendments a proposal to introduce an <b>Experimental Prohibition of waiting at any time Traffic Regulation Order (double yellow lines</b>, but no signage) at entrance to Croome Court. Response: 24 June 2024. Clerk was instructed to respond with parish council support but to provide all the resident comments in detail and to ask for an explanation as to why the gaps are proposed. <b>Motion</b> to support with detailed reservations. Prps: NS. Scnd: RH. <b>Carried.</b></li> <li>- <i>Standing Item:</i> To consider and as required, arrange an extra ordinary parish council meeting for planning applications received after date of publication of this agenda. <b>M/24/00775/FUL.</b> Croome Park, Croome D'abitot. Creation of four new sculptures within the gardens to represent the lost Four Seasons Statues. Councillors debated the matter of ensuring consistency across all planning applications and therefore carefully considered the historic environment, the wider setting and visual impact, the materials used and the designs of the statues themselves. Councillors had no overall concerns or questions. <b>Motion</b> to support. Prps: RW. Scnd: RH. <b>Carried.</b> One abstention.</li> </ul>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
<p>51/24</p>	<p><b>Flood Bund</b> - <i>Discuss and formulate Motions not requiring written notice</i></p> <p>Cllrs noted recent correspondence with Paul Jones, including in Appendix 2. EA have declined to meet with the parish council during the pre-election period. MP has been contacted but is unable to assist during the pre-election period. <b>Motion</b> to correspond</p>	<p>Clerk</p>

	with Dave Edwards (EA Senior Advisor). 5 <sup>th</sup> July as idea for meeting date. Prps: LF. Scnd: RH. <b>Carried.</b>	
52/24	<p><b>Parish Hall</b> - <i>Discuss and formulate Motions not requiring written notice.</i></p> <p>a. <b>Noted:</b> Savills have acknowledged Parish Council written confirmation of retaining lease of former parish hall site until further notice (or until expiry of lease Sept 2033), to allow the Hall Charity to progress with clarifying the Constitution.</p> <p>b. <b>Noted:</b> Savills have declined the option for the parish hall site to be used as a wild flower meadow (conceived in support of the planning conditions set against the Flood Bund planning permission). Options available for use of the site remain as a car park, recycling facility (glass bottle banks) and seating area. Current use of the car park is by visitors to the area walking the Severn Way and other parish public rights of way, and as such meets the parish council commitment to facilitating public health and well-being.</p> <p>c. Option for creation of a joint Hall Committee/Parish Council <b>working party</b> to look at longer term tidiness of the site, including options for a litter bin, health and safety assessment and signage, weed control and vehicle height barrier. Cllr Hill reported that appetite for a working party with the hall committee is nil. Cllrs <b>agreed</b> to ensure that the current contractor continues to maintain the site and keep it tidy. Until further notice. Debate about future use of the site to be deferred to the next meeting. Clerk to make sure that agenda item for July is well published on social media.</p>	Clerk
53/24	<p><b>Knights Hill parking/access to driveways</b> – <i>Discuss Motions not requiring written notice.</i></p> <p>a. <b>Noted:</b> Residents have received a leaflet to update them on the present situation and PC pursual of appropriate signage. Clerk is working with Platform to ascertain ownership of verges. Clerk is working with MHDC to ensure receipt of outstanding grant for road signs.</p>	Clerk
54/24	<p><b>Audit Finance for the year ending 2024</b> - To consider/Motions to approve procedures /paperwork in connection with the Annual Governance Audit Return (AGAR). The process is to receive, consider, approve and complete each section in the correct legal order.</p> <p>Step 1 – Clerk prepares and signs Section 2 of the AGAR – the Accounting Statements – DONE. Step 1b – The accounts are provided to the Internal Auditor and receive back before the date of this meeting – DONE.</p> <p><b>Minute ref 19/06/2024_9a step 2.1</b></p> <p>i. <b>Internal Audit</b> - To receive internal audit review conducted by Mr. P. Moore and to consider findings. <b>Motion</b> to accept. Prps: PP. Scnd: LF. <b>Carried.</b></p> <p><b>Minute ref 19/06/2024_9b step 2.2</b></p> <p>ii. <b>Internal review</b> - Members to consider and review the effectiveness of internal checking procedures and internal audit work conducted across the entire year*. Prps: LF. Scnd: PP. <b>Carried.</b></p> <p>iii. <b>APPROVE (as appro) Section 1 of the AGAR – the Annual Governance Statement - Motion</b> to accept considered findings in 9bii and to confirm compliance with all assertions (as relevant) and to approve Section 1 of the AGAR – the Annual Governance Statement. Prps: PP. Scnd: LF. <b>Carried.</b></p> <p>iv. <b>Completion of Section 1 of the AGAR - the Annual Governance Statement.</b> <i>Chair and Clerk to sign and date Section 1 of the AGAR..</i></p> <p><b>Minute ref 19/06/2024_9c step 2.3</b></p> <p>v. Clerk to read <b>Section 2 of the AGAR – the Accounting Statements and confirm that she, as RFO, has already signed these prior to presenting them at this meeting.</b></p> <p>vi. <b>Certificate of Exemption</b> – to consider whether to complete a Certificate of Exemption from submission to the External Auditor due to being under the £25,000 threshold. This does not exclude the parish council from completing</p>	Clerk

	<p>Accounting Statements. This will be signed in item below if approved. Prps: RH. Scnd: RW. <b>Carried.</b></p> <p>* SS&amp;CDA Parish Council as the smaller authority will need to consider the internal audit work performed and internal audit arrangements in place between 1 April 2023 and 31 March 2024 before confirming compliance with all assertions of the Annual Governance Statement.</p>	
55/24  Audit finance min ref 10	<p><b>Audit Finance for the year ending 2024 – Continued **</b></p> <p><b>Minute ref 19/06/2024_10a step 3</b></p> <p>i. Members to consider Section 2 of the AGAR - the Accounting Statements. Duly considered.</p> <p>ii. <b>Motion to APPROVE (as appro) Section 2 of the AGAR - the Accounting Statements.</b> Prps: LF. Scnd: PP. <b>Carried.</b></p> <p>iii. <b>Completion of Section 2 of the AGAR - the Accounting Statements</b> <i>Chair to sign and date Section 2 of the AGAR - the Accounting Statements for the year ending 31 March 2024.</i></p> <p><b>Minute ref 19/06/2024_10b step 4</b></p> <p>iv. To Note that the Declaration that the statement of accounts is unaudited. Noted.</p> <p>v. To Note that the Notice of Commencement of the period for the exercise of public rights. Electors' Rights – 21<sup>st</sup> June 2024 to 1<sup>st</sup> August 2024. Noted.</p> <p>vi. To note that the completed annual return and notification of date of commencement of period of public rights must be sent to PKJ Littlejohn BEFORE 1<sup>st</sup> July 2024 (Step 6).</p> <p>vii. To note that all documents relating to the AGAR must be published on the parish council website and that the accounts must be published on the parish noticeboards before the commencement of exercise of public rights. IE before 21<sup>st</sup> June 2024 in this case.</p> <p>viii. Step 5a. Approval of Certificate of Exemption. Prps: LF. Scnd: RH. <b>Carried.</b></p> <p>ix. Step 5b. Signature on Certificate of Exemption by RFO and Chair.</p> <p>** Guidance for the completion of the Annual Return states that the Annual Governance Statement and the Accounting Statements can be considered and approved at the same meeting, as long as it is a meeting of the full authority and that it is clear from the minute references that the Statements were approved in the right order. The authority must approve Section 1 Annual Governance Statement before approving Section 2 Accounting Statements and both must legally be approved before 1<sup>st</sup> July 2024</p>	Clerk
56/24	<p><b>General Finance and Admin - To discuss and formulate Motions not requiring written notice.</b></p> <p>a. To consider/motion to approve payment of accounts made in the previous month. App 3. Prps: PP. Scnd: LF. <b>Carried.</b></p> <p>b. To consider/ to approve payment of outstanding accounts this month 2024. App 4. Prps: RH. Scnd: RW. <b>Carried.</b></p> <p>c. To receive the latest bank reconciliation. Prps: PP. Scnd: LF. <b>Carried.</b></p>	Clerk
57/24	<p><b>Correspondence, dates for diary, items for future agenda.</b> Cllrs may use this opportunity to report minor matters of info not included elsewhere on the agenda:</p> <p>a. Add to next agenda – Orchard house, Kinnersley, planning enforcement.</p> <p>b. Concern about putting into practice the exact requirements of the legal matter '15-Making-provision-for-the-exercise-of-public-rights-2023-24-exempt-authorities'. Safeguarding issues for Clerk working from home.</p> <p>c. Development of use of social media and Facebook.</p> <p>d. Library at Upton</p>	<p>Clerk Clerk</p> <p>Cllrs to consider</p>

58/24

**Date of next meeting** Wed 17<sup>th</sup> July 2024, 7.30pm

Finance Committee with full parish council present. (Croome SOQ meeting room booked). Annual audit accounts will be signed off at this meeting Residents may apply to inspect these once signed off by Cllrs.

**Contact the parish clerk if you would like to receive agendas or minutes by email.**

#Clerk & RFO: Mrs Lisa Stevens, 9 The Limes, Kempsey, WR5 3LG.

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## Appendix 1

### **COUNTY COUNCILLOR MARTIN ALLEN REPORT TO PARISH COUNCIL JUNE 2024**

**D-DAY CELEBRATIONS:** Can I please give a huge thank you to everyone who was involved in the D-Day Celebrations, Larry, you clearly have a calling. It was a wonderful event.

**ON DEMAND BUS:** Just a quick reminder that the On Demand buses continues to do well. Please keep promoting it. Currently there are over 4000 individual users who have taken advantage of the scheme.

**SIDING OUT OF FOOTWAY IN KINNERSLEY OPPOSITE THE ROYAL OAK #5650:** I am very pleased that this has now been done.

**SIDING OUT OF FOOTWAY IN SEVERN STOKE:** WCC Highways have returned, and I am much happier with the outcome.

**CORNER AT THE LONDON ARCH:** No more news from my last report that Savills have reported that the entrance way to a field is permanently waterlogged. I have asked WCC to look into this. However, it is a very low priority matter.

**COVENTRY CLOSE:** There is an issue with water entering driveways of residents, they are concerned that when the road is resurfaced, the amount of water going from the highways to their land will increase. You have been sent an email dated 12.04.24 letting you know what WCC intend to do. Part of the resurfacing will no longer take place; until the flooding problem is resolved. I understand that WCC intend to install Grips leading from the road to the ditch north of Coventry Close.

**APRIL COTTAGE DRAINAGE PROBLEM:** This is an ongoing problem which is going to be more complicated than first thought to resolve. Email from Highways for information: "Unfortunately, DJS have been out this morning and surveyed the area as the gang could not find the pipe that was on the plan yesterday. They have now found that it is actually an old culvert which is 2m deep, which is a lot deeper than Ringway are allowed to work without trench support. As they didn't anticipate it being this deep, they will have to revisit the job with trench support to stop the sides potentially caving in whilst the lads are in the trench. Ringway won't be able to source the trench support by Saturday and the drainage team will need to revise the scheme drawings." -End-

## Appendix 2. Update June 2024 from the Environment Agency.

Progress to date:- Environmental works, The Environment Agency received the Licence from Natural England on the 18 April allowing us to proceed with final Newt trapping. Since then, the newt fencing



damaged during the winter flooding has been reinstated. The newt fencing will remain in place throughout the trapping period and until the embankment work has been completed.

Newt trapping started during the week commencing 22 April and will be ongoing until the remaining trees have been cleared, root balls have been grubbed up and ditches and ponds drained and checked for newts. The remaining site clearance and newt trapping will take place over the next three weeks. I have been informed that to date no Great Crested Newts have been found.

At this time there are no environmental constraints that will hinder the start of the project.

**Appendix 2 continued.** Planning permissions. There are no outstanding planning conditions that will hinder the start of the project. Construction. The amount of funding available for the scheme is limited and as such we must ensure that the project is built within its budget. That means addressing any risks that could cause delay and increase the duration and consequent cost of the scheme before we enter a contract. The premise that this scheme is based on and makes it viable, is that the material used in the construction of the embankment would be provided free to the project, is suitable and meets the design specification. In March we were ready to sign a contract with a contractor. At that time, we did not have enough suitable material available on site for use in the construction of the works. This was because the material sources that were initially thought to be suitable were found on close examination not to be so. If we had started work at this time we would quickly have run out of material and then started to incur costs from the contractor to cover standing time, which would likely have pushed us over budget.

We are still seeking suitable sources of material that meet the project specification, consequently until we do, work on construction cannot proceed. Because of this we anticipate stockpiling material on site when it becomes available and then starting work when we have enough stockpiled. This we accept means the date when we start construction cannot be confirmed with any certainty and we further acknowledge that this is not news the Parish Council or the residents of Severn Stoke want to hear after the flooding that occurred this year. We can only reassure you that at this time along with Chris Prosser we are working hard to find suitable sources of material. The Environment Agency reaffirms its commitment to providing a flood defence for the village and points to the preconstruction work currently ongoing as proof of this. End.

### Appendix 3. Items already paid May 2024 since last PC meeting:

*(Approved under previous agenda or required payment under contract monthly)*

17/05/2024	Mr Simon Bott	Lengthsman invoice April 2024 including mileage	April Worksheet	£373.05
23/05/2024	Andysloos	Toilet for church fete July 2024	HAR/93895	£60.90
23/05/2024	Clear Councils (formerly BHIB)	Annual Parish Council Insurance package 24/25 (reduced premium due to sign up to long term undertaking 3 yrs)	LCO02071	£609.76
Direct Debit	Malvern Hills District Council	Garden Waste Collection Service 24/25 Renewal for Parish Hall x 2 bins. Direct Debit to be taken on or around 1 June 2024	Account 0503264	£150.00

### Appendix 4. Items for payment June 2024 outstanding:

Mr Simon Bott <i>Paid 13/06/2024</i>	Lengthsman Invoice May 2024	May worksheet	£368.55
Mr Simon Bott <i>Paid 13/06/2024</i>	Parish Hall Mowing May 2024	SB0448	£65.00
Kempsey Promotions CiC <i>Paid 05/06/2024</i>	D-Day celebrations Kempsey Common grant towards cost of stage for Ruby Rouge/Brass Band.	Grant	£75.00
National Trust	Hire of the S.O.Q Building	Invoice not yet received	
Npower (took over from EON)	Electricity bill for street lighting at Severn Stoke, Stonnall Close.	£0.00 Invoice nil confirmed 19/06/24	
HMRC Shipley <i>Paid 13/06/2024</i>	Quarter income tax payment. <u>Clerk reimbursed PC manually on 13/06/2024</u>	HMRC	£4.00
Mr Phil Moore	Internal Audit 2023/2024. Invoice reduced from £120 to £20 on basis of ease of audit.	Invoice 142	£20.00
Mrs Lisa Stevens <i>Paid 19/06/2024</i>	Audit printing ink. Stinky Inks	ST533802038	£86.60. VAT £14.44

Mrs Lisa Stevens <i>Paid 19/06/2024</i>	Home working allowance (£30) (now paid separately from wage) + Expenses May and June 2024. A4 paper, x 2, milk, tea, mileage to meetings, postage.	expenses worksheet June	£56.83
Mrs Lisa Stevens	Clerk wage May (paid one month in arrears). New payrise effective April 2024 is £303.12 per month via standing order. Report to HMRC as £303.12. Home working allowance now paid as part of expenses manually.	Month 3	£303.12
Andysloos	Fete at church portaloo for residents. Outstanding balance invoice received 17 <sup>th</sup> June 2024.	Hall40	£113.10

Signed ..... Chairman

.....Date