

Monthly Meeting of Severn Stoke & Croome D'Abiotot Parish Council

A grouped parish council comprising of the two Parish Areas of Severn Stoke and of Croome d'Abiotot

Wed 27th November 2024, 7.30pm
Croome National Trust Visitor Centre, SOQ room

Date of publication of this notice: 20 November 2024

This page is the cover sheet to the agenda, Summons and meeting guidelines.

Parish Councillors, Notice is hereby given that a meeting of Severn Stoke and Croome d'Abiotot Parish Council will be held on Wednesday **27th November 2024 at 7.30pm** at the SOQ room at Croome National Trust Visitor Centre, High Green, Severn Stoke parish.

Lisa Stevens, Clerk & Responsible Financial Officer. 9 The Limes, Kempsey, WR5 3LG.
07950256363. parishclerk@severnstokeandcroomedabitot-pc.gov.uk

- The press and public may attend to address councillors on matters concerning the parish (allotted point in the agenda), observe the meeting or inspect draft documents. Comments MUST be made through the Chair and not aimed at individuals. District and County Councillors are invited to participate in this meeting at the discretion of the Chair. Public comments and questions to them must be directed to the parish council Chair or should be handled at the respective higher authority meetings.
- If this meeting is an extra ordinary meeting, these summons have been issued by the Chair.
- Occasional safety considerations may mean that we close and reschedule the meeting.
- The Register of Electors may be inspected by the Clerk to ascertain attendee residency.
- Names are recorded in the meeting minutes, unless individuals ask for this not to occur.
- With some restrictions, meetings may be filmed or recorded by the public. We are happy to provide guidance on what is permitted. Advice should be sought in advance to avoid disruption. The parish council may live stream those persons sitting at the council table on social media. The parish council may record audio information at this meeting. However, there is no legal requirement for the parish council to live stream a meeting in order to allow virtual public or councillor participation.
- **Please note 'Information provided at the beginning of each parish council meeting' (QR code above to the right).**
- Each agenda item below includes the resolution to discuss and formulate Motions not requiring written notice. New items raised for formal vote will be included in the next agenda unless covered by St.Orders/Financ.Regis/Delegation to Clerk policies.
- If there are any adjustments required to encourage/allow public participation please bring these to the attend of the Clerk or Chair before or at the meeting. We will make all reasonable adjustments where possible.
- Please check fire exits arrangements upon arrival and check against your personal requirements. Please bring any difficulties to the immediate attention of any member of the parish council. In the event of an emergency, 'muster' is in the car park but, since attendees are only encouraged (not required) to sign in, no register will be taken.
- To our knowledge, there are no hearing/audio induction loops installed at this venue.
- The parish council does not hold or manage the wifi codes for this venue.
- Dogs may be permitted depending on the venue hire restrictions. Please enquire beforehand.
- Children are permitted but must not be allowed to disrupt proceedings please. Filming or recording of children is not permitted without written consent of parents/legal guardians - The council and public must take absolute care to meet this restriction.
- Councillors/the public are individually responsible for keeping their own language/phrasing to an acceptable level.
- The parish council has a risk assessment for public meetings. Please ask if you require a copy.


<https://e-services.worcestershire.gov.uk/MyParish/>

Requests for this information in other languages/audio/large print will be reasonably considered.

Please take a moment read the council's privacy notice, which explains how we use and look after your information and your rights.

This document is available via the website above, searching 'S' for Severn Stoke and then selecting 'publications'.

Severn Stoke and Croome d'Abitot Parish Council agenda for Wed 27th Nov 2024, 7.30pm

| | |
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| 1 | Welcome and general admin <ul style="list-style-type: none">a. Points of order.b. To consider any apologies for absence.c. In the event of applicant/s stepping forward prior to the meeting*, co-option to fill up to 6 existing vacancies as per the adopted parish council co-option policy. *to allow qualifying criteria to be checked. |
| 2 | Declarations of interest <i>Cllrs to take as read unless declarations arise</i> <ul style="list-style-type: none">a. To note updates to Register of Interests/dispensations. Cllrs are reminded to update their register of interests.b. To declare Disclosable Pecuniary Interests relevant to agenda. Cllrs who have declared a Disclosable Pecuniary Interest/ other Disclosable Interest (para 12(4)(b) Code of Conduct) must leave for the relevant items only, unless a dispensation has been granted.c. To declare any Other Disclosable Interests relevant to the agenda.d. To declare any additions to the Register of Gifts & Hospitality. <i>Invite to National Trust open evening in Dec 2024.</i>e. To consider written requests for the granting of a Dispensation (S33 Localism Act 2011). Motion to approve requests. |
| 3 | The meeting will be adjourned for Open Forum (Public Question Time) <i>Please refer to the notes on your seat for information about this section</i> |
| 4 | Planning and Enforcement - to consider, comment and resolve to respond to the following applications or enforcement matters. <ul style="list-style-type: none">a. M/24/00913/FUL Out of hours event management plan in relation to 08/01709/FUL - VARIATION OF CONDITION 16 (opening times).b. Standing Item: To consider (and as required, arrange an extra ordinary parish council meeting) planning applications received after date of publication of this agenda. M/24/01457/LB 31 High Green, WR8 9JS. Replacement upvc windows. |
| 5 | Minutes – Motion to receive and approval of the parish council minutes of 25 th September 2024. |
| 6 | Councillors and Friends Optional Reports <i>Three minutes max per individual report please. Key items for discussion to be provided to the Clerk in advance.</i> <ul style="list-style-type: none">a. County Cllr Martin Allen.b. District Cllrs David Harrison and John Michael.c. National Trust.d. Lengthsman.e. Footpath warden.f. Parish Hall Committee.g. St Denys's Church Committee. 19/11 meeting.h. High Green VAS stats report.i. Tarmac.j. Police. |
| 7 | Flood Bund – to note public meeting. Wed 29/01/24 at 1830 in St Denys' Church. Cllr Emma Stokes and Matt Maginnis will explain the WCC role and who has the final decision over the project. |
| 8 | Parish Hall <ul style="list-style-type: none">a. Progress with public consultation.b. Leaflet to include invite to flood bund: draft text for approval "Your County Councillor Martin Allen has called a meeting (provide date and time) with the county council, the EA, your district and parish councillors and residents, to get to the bottom of where WCC and the EA are now in the process, and to publicly ask for timelines for the County Council to act." |
| 9 | Knights Hill parking/access to driveways. <ul style="list-style-type: none">a. Progress with courtesy parking signs. |
| 10 | Overgrown verge Birch Lane/Stonnall Close visibility splay. Section is part owned by Highways and part owned by Savills and maintenance falls jointly to them. <ul style="list-style-type: none">a. Motion: to confirm parish council non-involvement in maintenance of this section.b. Previous Motion was in approval of a grit bin at this location but the resident declined this option. Since the last meeting the Chair have sought and obtained Savills approval for a grit bin near the noticeboard instead. Option for debate as to parish council provision of service at this new location and Motion as Cllrs require within the budget agreed in September (£420 plus VAT), noting that SB has option for a free grit bin. Deadline for ordering salt from Highways has now passed for this year.  |

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| 11 | <p>Upton Library. See Appendix 2</p> <p>a. Debate. The library committee has asked for a donation to help stave off closure threat. Previous decision was to decline inclusion in calculation for 24/25 precept until further statistics obtained. Latest statistical data provided by the library and Clerk in Appendix 2. Cllr Martin notes “Upton library is also available out of hours, free of charge to non-commercial groups to use for meetings, etc. It is also the preferred polling station for national and local elections. Libraries, as I am sure your council will be aware are under great pressure with regard to County funding. Losing any library is a massive blow to a community.”</p> <p>b. Motion as Cllrs require. Possible £200 pa.</p> |
| 12 | <p>Parish Council website and .gov email address and development of use of social media.</p> <p>a. Progress with .gov email addresses. Next steps web domain and website development.</p> <p>b. Progress exploring purchase of video conferencing and microphone recording.</p> <p>c. Social media diary/timetable.</p> |
| 13 | <p>Stonall Close replacement of light unit 105</p> <p>a. Project completed – reflection and assessment of works.</p> <p>b. To received and approve invoice, including backdated Prysmian Street light maintenance in 2020, included in Appendix 1.</p> |
| 14 | <p>Managing road verges to promote biodiversity</p> <p>This is a Worcestershire CC survey informed by consultation on preparation of the county’s draft Local Nature Recovery Strategy. “Worcestershire County Council and Worcestershire Highways want to consult with Parish Councils to ask for their opinion, level of interest and potential level of capacity for taking on the management of some or all of the C and U roads within their parish boundary to manage them in line with best practice for promoting wildflowers, pollinators and other wildlife.”</p> <p>Parish Clerk has responded to survey before deadline of 16/11: <i>Current WCC maintenance involves leaving cuttings on the verges, inhibiting growth of wider varieties of grasses and flowers (only the coarser grasses can push through) and blocking gullies, grips and drains. Residents have always voiced opinion that verges should be cut more often and left tidier whilst allowing for longer vegetation growth nearest the hedges (Biodiversity gap). Farmers would no doubt appreciate regular verge maintenance in order to facilitate their duty of care to ditches. Whilst having an absolute commitment to improving biodiversity, the Parish Council already tops up the lengthsman scheme each year by up to £2k (including Clerk admin) and does not have sufficient funds to take on additional verge maintenance at this time without significant additional financial support and without significant increases to Clerk’s current 6 hours a week. Significant County Council support would also be required in ascertaining the correct balance between resident/farmer requirements, the needs of biodiversity and the safety aspects of verges and visibility splays etc etc before the parish council could take on such a commitment.</i></p> |
| 15 | <p>National Highways: disruption caused to A38 communities during M5 night closures.</p> <p>Clerk has made contact with National Highways. Summary of discussions:</p> <ul style="list-style-type: none"> - Thank you for info regarding the use of the A38 as an official diversion route and detailing the concerns of residents in Kempsey and Severn Stoke. It is appreciated how much impact additional traffic can have on people living alongside the route. - Not aware of an agreement regarding National Highways not being permitted to work on a road that required a diversion for more than two weeks, do you have any more details please, for example who this was agreed with and if this was particular to the M5 and the use of the A38? - Happy to organise a meeting to discuss your concerns via Teams, I suggest Worcestershire County Council are invited along as National Highways always seek permission to divert traffic along routes managed by them. <p>Next steps – obtaining proof of previous agreement and arrange dates for meeting.</p> |

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| 16 | <p>Phone box maintenance High Green</p> <p>Clerk has sought two quotes, one after inspection, one theoretical via details over the phone.</p> <p>Quote 1 - Stephen Edwards (phone conversation and not a site visit) for £2500 (including VAT). Plus option purchase of plexiglass kit for approx.£1000.</p> <p>Quote 2 – Outstanding. Simon Norton has visited the booth and will submit a price asap.</p> <p>Considerations:</p> <ul style="list-style-type: none"> - Martin's county council offer to provide a grant of £1000 stands until the end of this year as an absolute deadline. - The state of the kiosk and the amount of work needed. - Lead Cllrs in the Croome parish. - Current condition of the kiosk is a deterrent to High Green residents coming up with useful ideas for future use. If restored I would hope that it might then be seen in a more positive light. - Sandblasting noise will require consultation with neighbours first. - Permissions required: A Listed Building Consent application submitted to MHDC for approval. The form is on the MHDC website under The Historic Environment- there is a section marked Apply for listed building consent and a form you can download. |
| | <p>17. Correspondence from resident ref broadband</p> <p>I am writing to inquire about the potential expansion/upgrade of Fibre to the Premises (FTTP) infrastructure within our parish. For information purposes I come from redacted in Severn Stoke and receive between 30-40Mbps though through heavy demand this worsens.</p> <p>I understand that areas within our parish and surrounding areas of Worcestershire are being/have been upgrade to FTTP. Seeing as FTTP offers significant advantages in terms of internet speed and reliability, and I am keen to know if there are any plans or initiatives in place to extend this service to residents in our area?</p> |
| 18 | <p>General Finance and Admin</p> <p>b. To consider/motion to approve payment of accounts made in the previous month. App 1a.</p> <p>c. To consider/ to approve payment of outstanding accounts this month 2024. App 1b.</p> <p>d. To receive the latest bank reconciliation.</p> <p>e. To note VAT reclaim for 2023-2024 financial year of £1250.99.</p> <p>f. To approve annual donation to St. Denys' for room hire and in lieu of contributions towards churchyard maintenance and clock maintenance.</p> <p>g. New Clerk pay scales. See Appendix 3.</p> <ul style="list-style-type: none"> - Annual payrise as per contract NALC scales have been agreed. Clerk previously was on scale 7 £12.63 per hour and payrise to be agreed as per contract is scale 8 (base layer in substantive benchmark range) at £12.84. - Backdate pay owed is 21p per hour. 6 months (144 hours) is £ 30.24 please. <p>h. Bank correspondence. Current bank will start charging for bank account £5 per month per account from January 2025. Only other bank accepting parish councils at present is Unity online banking, charging at £4 per month. Parish council has two bank accounts with current bank, a daily and a savings = £120 pa cost. Interest from savings account is currently £100 pa. Motion: Proposal is to close savings account which cannot be used for monthly transactions and reduce bank charges to £60 pa.</p> |
| 19 | <p>Budget 2025-2026 – Appendix 4</p> <p>Motion: Options 1, 2, 3 or 4 as Appendix 4.</p> <p>As an example, Option 4 increases the parish council precept by 38%, equating to an increase of £12.81 per household pa, <u>or 2 to 3 cups of coffee per year.</u></p> |

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| 20 | <p>Correspondence, dates for diary, items for future agenda. Cllrs may use this opportunity to report minor matters of info not included elsewhere on the agenda:</p> <p>Future agendas: Resident request for a reduced speed limit at Croome to 30mph. Scoping request to Highways has suggested that any amendment to speed limit should wait until results of yellow line trial. Correspondence to new administration at Worcester City to stress concern about the planning permission for housing at the Ketch roundabout and concerns as to resident exposure to vehicle fumes and concern as to resident access to facilities and services (lack of).</p> |
| 21 | <p>Date of next scheduled meeting: 29th January 2025 7.30pm. Croome SOQ</p> |

Appendix 1a. Items already paid Month 2024 since last PC meeting:

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

And Appendix 1b. Items for payment Month 2024 outstanding:

| | | | | |
|----------------|------------------|---|-----------|---------|
| 21/10/2024 | Mr Simon Bott | Lengthsman invoice Sept 2024. Claimed from WCC 08/10/2024 | £362.70 | £0.00 |
| 21/10/2024 | Mr Simon Bott | Parish Hall Mowing Sept 2024 received 01/10/24 | £45.00 | £0.00 |
| Yet to be made | PCC Severn Stoke | Church room hire 2024 | £500.00 | £0.00 |
| 21/10/2024 | WJPS | Domain email set up and registration SSCDA202453 | £336.00 | £56.00 |
| 11/10/2024 | Mrs Lisa Stevens | HWA & Expenses Oct 2024. Includes £26 monthly HWA for Aug AND Sept. Was £30 per month HWA but have been advised that anything over £26 is taxable. HWA can be claimed per council. £42.50 stamps before price increase by Royal Mail. 21 stamps used to Stonnall Close. | £79.90 | |
| 15/11/2024 | Mrs Lisa Stevens | Printing ink reimbursement black ink cartridge only 29/10/2024 | £24.99 | |
| 08/10/2024 | HMRC Shipley | Monthly income tax payment. Clerk reimbursed parish council manually. Reimbursed PC on 08/10/2024 done | £4.20 | £0.00 |
| Standing order | Mrs Lisa Stevens | Clerk wage September (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. | £303.12 | £0.00 |
| 15/11/2024 | Mr Simon Bott | Lengthsman invoice Oct 2024 claimed 15/11/2024 from WCC | £362.25 | £0.00 |
| 15/11/2024 | Mr Simon Bott | Parish Hall Mowing Oct 2024 received 09/11/24 | £45.00 | £0.00 |
| 15/11/2024 | Mrs Lisa Stevens | HWA & Expenses Nov 2024 | £37.65 | £0.00 |
| 15/11/2024 | HMRC Shipley | Monthly income tax payment. Clerk reimbursed parish council manually. Reimbursed PC on 15/11/2024 | £4.20 | £0.00 |
| Standing order | Mrs Lisa Stevens | Clerk wage October (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. | £303.12 | £0.00 |
| Yet to be made | Prysmian | SSCDA 100124. Stonnall close light column replacement. £1555.90 plus VAT plus backdated invoices from 2020 | £2,672.58 | £445.43 |

Appendix 2

Library Members and Active Users: Upton Library

Membership as at 27th Oct 2024; active users* Oct 2022 to Sep 2024

| Postcode | Library Members | Active Users |
|--------------|-----------------|--------------|
| WR5 3PA | 14 | 1 |
| WR5 3PD | 4 | 0 |
| WR5 3PF | 8 | 0 |
| WR8 9DF | 12 | 0 |
| WR8 9DL | 6 | 1 |
| WR8 9DN | 2 | 0 |
| WR8 9HP | 22 | 10 |
| WR8 9JA | 15 | 2 |
| WR8 9JB | 13 | 2 |
| WR8 9JD | 47 | 6 |
| WR8 9JE | 10 | 1 |
| WR8 9JF | 18 | 4 |
| WR8 9JG | 3 | 0 |
| WR8 9JJ | 1 | 0 |
| WR8 9JN | 4 | 0 |
| WR8 9JP | 14 | 0 |
| WR8 9JQ | 5 | 1 |
| WR8 9JR | 83 | 16 |
| WR8 9JS | 18 | 3 |
| WR8 9JT | 0 | 0 |
| WR8 9JW | 6 | 1 |
| Total | 305 | 48 |

* An active user is someone who has either borrowed at least one item from Upton in the two years to 30th September 2024 and/or has logged in to one of the library's computers at least once in that two-year period. Each person is counted only once, irrespective of how many times they have borrowed or used a computer in the last two years.

**Latest population data for the parish attached below by the Parish Clerk.
Continued overleaf.**

Severn Stoke & Croome D'Abitot Parish Profile 2014

Overview

Annual Precept £7,500

Severn Stoke & Croome D'Abitot is a rural parish covering 1821 hectares. The nearest primary school is 4km away from the parish centre, nearest secondary school is 4km away from the parish centre.

Communications and transport (nearest distances are straight lines 'as crow flies')

The most accessible hospital is 11km away from the centre of the parish (1hr 4min on public transport). The nearest GP practice is 5km from the centre of the parish (37min on public transport).

Demographics

Population

| | District | Parish |
|-------------|----------|--------|
| Total (n) | 74,631 | 732 |
| Males (n) | 36,336 | 354 |
| Females (n) | 38,295 | 378 |

Population trend

| | 2001 | 2011 |
|--------------|------|------|
| Total (n) | 667 | 732 |
| Aged 75+ (n) | 63 | 90 |

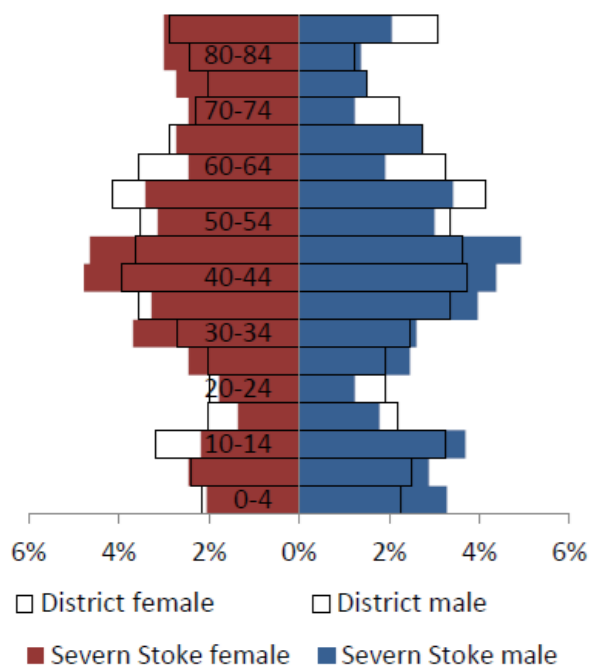
Health

| | District | Parish |
|--------------------------------|----------|--------|
| Limiting Long Term Illness (%) | 20 | 18 |
| Health is good (%) | 81 | 82 |

Deprivation

| | District | Parish |
|-------------------------------------|----------|--------|
| Housing or CT benefit claimants (%) | 16 | 9 |

Age profile



Housing & Employment

Housing growth

| | 2001 | 2011 |
|----------------------|------|------|
| Dwellings (n) | 266 | 292 |
| Vacant dwellings (n) | 16 | 10 |

Employment (LSOA)

| | District | Parish |
|-------------------------|----------|--------|
| Claiming JSA (%) | 1.2 | 0.7 |
| Economically active (n) | 68 | 77 |

Energy Efficiency (LSOA)

| | District | Parish |
|-----------------------|----------|--------|
| Fuel poverty (%) | 24 | 25 |
| No gas connection (%) | 30 | 53 |

No. of dwellings by CT band

| | District | Parish |
|------------|----------|--------|
| Band A (%) | 11 | 5 |
| Band B (%) | 21 | 4 |
| Band C (%) | 22 | 30 |
| Band D (%) | 16 | 9 |
| Band E (%) | 14 | 17 |
| Band F (%) | 10 | 23 |
| Band G (%) | 6 | 11 |
| Band H (%) | 1 | 1 |

Interpretation of the Data - Severn Stoke & Croome D'Abitot

This supplementary document explores some of the underlying data from the profile and links it to the data at a district level.

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| Precept | In 2014/15 the average parish precept in Malvern Hills District was £43.66 per household and the range from £100.42 to £1.53. The precept for Severn Stoke & Croome D'Abitot was £26.60 the 33rd largest out of 53. |
| Population | Severn Stoke & Croome D'Abitot is the 18th largest parish in Malvern Hills. Between 2001 and 2011 the population grew by 10%, considerably greater than the total district growth of 3.4%. |
| Households (dwellings with residents) | The number of households has increased from 250 to 282. Despite the growing population, the size of households decreased from 2.52 persons to 2.44 in 2011. The number of single person households has increased by 28% from 47 to 60 (21% of all households). 45% of single person households are single pensioner households, this increased by 17% from 23 to 27. 45 persons live in communal establishments. |
| Older people | The number of persons aged 60 and over has increased by 28% from 165 to 212. Persons aged 75 and over have increased by 43% from 63 to 90. The population has aged significantly and that trend is likely to continue. |
| Children | The number of persons aged 0 to 15 has decreased by 7% from 132 to 123. This downward trend is common to two thirds of parishes. |
| Deprivation | Housing or Council Tax benefit and JSA claimants are lower than the District average. |
| Cars and vans | The number of households with no access to a car/van has increased slightly from 8 to 11. 4% of households rely on other means of transportation. |
| Health | The percentage of the population reporting good or very good health in each parish ranges from 91% to 75%. In Severn Stoke & Croome D'Abitot it is 82% but the number of people reporting that they are healthy will likely reduce as the population ages. |

Interpretation of the data continued.

- Considerations** How to ensure that care and support for older people is sustained and developed as the population continues to age. Working in partnerships with other parishes and the statutory authorities is likely to be helpful.
- How to minimise social isolation as the number of single person households increases.
- How to sustain and develop public transport services particularly for the 4% with no access to a car or van.
- How to ensure that deprived households have access to supporting services and benefits. Promotion of the CAB Community Liaison Volunteers may be helpful.

Appendix 3 NALC Clerk paycales

Payscales for 24/25. The new paycales can be found on our website along with the latest information from NALC. [New Payscales](#). We recommend that Council's note the new increase in pay for employees. There is no need to formally agree to the pay increase as it is an existing contractual obligation.



t: 020 7637 1865
e: nalc@nalc.gov.uk

w: www.nalc.gov.uk

LOCAL GOVERNMENT SERVICES PAY AGREEMENT 2024/25, a comparison with 2023/24 agreement

| SCP | 01 April 2024 | | 1 April 2023 | | Scale Ranges Based on SCP |
|-----|---------------|--------------|--------------|--------------|--|
| | £ per annum | * £ per hour | £ per annum | * £ per hour | |
| 2 | £23,656 | £12.26 | £22,366 | £11.62 | Below LC Scale (for staff other than clerks) |
| 3 | £24,027 | £12.45 | £22,737 | £11.82 | |
| 4 | £24,404 | £12.65 | £23,114 | £12.01 | |
| 5 | £24,790 | £12.85 | £23,500 | £12.21 | |
| 5 | £24,790 | £12.85 | £23,500 | £12.21 | |
| 6 | £25,183 | £13.05 | £23,893 | £12.42 | |
| 7 | £25,584 | £13.26 | £24,294 | £12.63 | |
| 8 | £25,992 | £13.47 | £24,702 | £12.84 | LC1 (7-12) (substantive benchmark range) |
| 9 | £26,409 | £13.69 | £25,119 | £13.06 | |
| 10 | £26,835 | £13.91 | £25,545 | £13.28 | |
| 11 | £27,269 | £14.13 | £25,979 | £13.50 | |
| 12 | £27,711 | £14.36 | £26,421 | £13.73 | |
| 13 | £28,163 | £14.60 | £26,873 | £13.97 | LC1 (13-17) (above substantive range) |
| 14 | £28,624 | £14.84 | £27,334 | £14.21 | |
| 15 | £29,093 | £15.08 | £27,803 | £14.45 | |
| 16 | £29,572 | £15.33 | £28,282 | £14.70 | |
| 17 | £30,060 | £15.58 | £28,770 | £14.95 | |
| 18 | £30,559 | £15.84 | £29,269 | £15.21 | LC2 (18-23) (below substantive range) |
| 19 | £31,067 | £16.10 | £29,777 | £15.48 | |
| 20 | £31,586 | £16.37 | £30,296 | £15.75 | |
| 21 | £32,115 | £16.65 | £30,825 | £16.02 | |
| 22 | £32,654 | £16.93 | £31,364 | £16.30 | |
| 23 | £33,366 | £17.29 | £32,076 | £16.67 | |
| 24 | £34,314 | £17.79 | £33,024 | £17.16 | LC2 (24-28) (substantive benchmark range) |
| 25 | £35,235 | £18.26 | £33,945 | £17.64 | |
| 26 | £36,124 | £18.72 | £34,834 | £18.10 | |
| 27 | £37,035 | £19.20 | £35,745 | £18.58 | |
| 28 | £37,938 | £19.66 | £36,648 | £19.05 | |
| 29 | £38,626 | £20.02 | £37,336 | £19.41 | LC2 (29-32) (above substantive benchmark range) |
| 30 | £39,513 | £20.48 | £38,223 | £19.87 | |
| 31 | £40,476 | £20.98 | £39,186 | £20.37 | |
| 32 | £41,511 | £21.52 | £40,221 | £20.90 | |

Appendix 4 Draft Budget 2025/2026

**Table 1 - Draft budget for Severn Stoke & Croome D'Abitot Parish
Council financial year ended 31 March 2026**

As of Nov 2024.

**Budget based on £13,000 in bank at start of 25/26
financial year, plus current annual precept (council tax) of
£10,116.75**

| Expenditure | 2025/2026 draft budget | notes |
|--|---------------------------|--|
| Administration | | |
| Clerk - salary inc PAYE | £3,697.92 | Include national clerk's payrise. 25/26 - £12.84 per hour x 6 x 4 x 12 = £3,697.92 |
| Clerk Expenses - Stationery, postage, ink cartridges | £200.00 | Printer ink |
| Clerk Expenses - Mileage & Homeworking | £312.00 | Contractual £26 homeworking monthly |
| Training | £100.00 | Available to parish cllrs. |
| Insurance | £630.00 | £609.76 in 24/25. |
| Audit Internal | £20.00 | |
| Chairmans' Allowance | £50.00 | Grant to Earls Croome Brownies. Annual donation to support Severn Stoke parish children in attendance. New project for 2025 not yet approved by Cllrs. |
| Bank account charges | £60.00 | £5 per month per bank account |
| Website and IT equipment | £800.00 | £520.00 for website and logo. £274.00 for annual support package. |
| Memberships and annual subscriptions | | |
| Information Commissioners (GDPR) | £35.00 | Statutory membership |
| Worcestershire CALC | £530.00 | Approved legal membership. £490.2 in 2024. |
| Highways, Infrastructure & Open Spaces | | |
| Lengthsman (inc. support) | £4,600.00 | WCC grant is £3,100.69 pa. |
| Lengthsman Mileage | £200.00 | 0.45p per mile |
| VAS sign maintenance and replacement parts. (RESERVE) | £50.00 | |
| White Gates - High Green x 4 & Kinnersley x 6 | £100.00 | Item to allow repairs of existing stock. |
| War Memorial, Severn Stoke village | £100.00 | Item to allow graffiti removal etc |
| Green waste bins x2 kept at Parish Hall | £140.00 | Used by parish lengthsman |
| Phone Booth K6 Grade 2 listed, High Green | £2,500.00 | Urgent repairs and maintenance in 2025. |
| Noticeboards (RESERVE) (High Green, Clifton, Kinnersley, Severn Stoke) | £235.00 | High Green noticeboard MHDC donation reserve of £235.00. |
| Benches - (A38 Severn Stoke, Birch Lane Severn Stoke, Kinnersley by noticeboard) | £100.00 | Item to allow repairs of existing stock. |
| Bins x 5 - (Croome, Clifton x 2, Sheepcote x 2) | £200.00 | Item to allow repairs of existing stock |
| Grass cutting village parish hall site | £650.00 | £48 per cut plus mileage |
| Defibrillator | £50.00 | Item to allow repairs of existing stock. |
| Bus shelters Severn Stoke and Clifton (including benches within them) | £200.00 | Item to allow repairs of existing stock. |
| Grit bin Birch Lane | £160.00 | Grit bin refill. £127.27+ VAT pa. Project under consideration and not yet approved by Cllrs |
| Street Lighting | | |
| Power Supplies Knights Hill and Stonnall Close | £100.00 | Elec bill |
| Maintenance and testing of above | £2,700.00 | |
| Parish Hall and Flood Bund | | |
| Contingency (RESERVE 1) | £485.36 | Old consolidated stock reserve |
| Annual site lease | £453.60 | Amount was due for revision in September 2023 but did not go up.. |
| Contingency (flood clearance) | £100.00 | |

Continued

Table 1 - Draft budget for Severn Stoke & Croome D'Abitot Parish Council financial year ended 31 March 2026

| Donations | | |
|---|------------------|--|
| Search and Rescue (SARA) | £50.00 | Annual donation whilst flood bund is being constructed. Search and rescue along River Severn. |
| Royal British Legion | £20.00 | Remembrance wreath |
| St Denys' Church | £500.00 | Churchyard/clock maintenance and room hire for PC meetings |
| Scouts and Guides 6th Worcester Kempsey | £50.00 | Annual donation to support Severn Stoke parish children in attendance. Brownies covered above. |
| Belfry repairs - PCC St Denys' Church | £0.00 | £100 donation. Project under consideration and not yet approved by Cllrs. Clerk advise defer until 2026 |
| Library Upton | £0.00 | £200 donation. Project under consideration and not yet approved by Cllrs. |
| Total | 20,178.88 | |

Of the above, **£18,458.52** is either mandatory or already committed to spend.

Table 2 – Income scenario for 2025/2026

| Income estimated 2025/2026 | | |
|-----------------------------|--|-------------------|
| Precept 25/26 | Example Scenario 4 from table 3 below | £14,000.00 |
| Bank Interest | Bank charges will require closure of savings account in 2025. | 0.00 |
| Taken from Reserves | None planned | 0.00 |
| WCC Lengthsman grant | Annual contract with County Council | £3,100.00 |
| VAT recovered | Conducted annually once previous year's accounts are approved by auditor | £1,200.00 |
| Grant money | None planned | 0.00 |
| Donations | None planned | 0.00 |
| Total | | £18,300.00 |

Table 3 - Options for raising precept in 2025/2026

| | Option 1 | Option 2 | Option 3 | | Option 4 |
|--|--|--|--|-------------------|---|
| | | | Year 1 2024/25 | Year 2 2025/26 | |
| Options for future precept increase | 2025/2026 Option 1. No change | 2025/2026 Option 2. 2.5% Incr | Gradual increase to target of £14,000 over two years. | | 2025/2026 Option 4. 28% increase |
| Annual precept (£) | 10,116.75 | 10,369.67 | 12,000 | 14,000 | 14,000 |
| £ increase | 0 | 252.92 | 1,338.25 | 2,000.00 | 3,883.25 |
| % increase | 0 | 2.5 | 18.62 | 16.67 | 38.38 |
| Estimation amount (£) paid p/a per property* | 33.39 | 34.22 | 39.60 | 46.20 | 46.20 |
| £ increase on previous year | 0 | 0.83 | 6.21 | 6.60 | 12.81 |
| Precept rise equivalent number of cups of coffee per household | 0 | < 1 cup | 1 cup at Costa | 1 cup at Costa | 2 cups at Costa |

end