

DEFFORD & BESFORD PARISH COUNCIL

Clerk: Lynne Yapp 11 Holloway, Pershore, Worcs WR10 1HW Tel: 01386 552233 (Office Hours)
[Defford & Besford Parish Council \(defford-besfordparishcouncil.co.uk\)](http://defford-besfordparishcouncil.co.uk)

Notice is given of the **Annual** Parish Council meeting of Defford & Besford Parish Council on Wednesday 21st May 2025 at 6.30pm in Besford Court Hall, and to be followed by the Annual Parish Meeting (Besford)

Lynne Yapp Clerk

Public Participation - Opportunity for Parishioners to ask to questions / raise issues. *The time allocated is at the discretion of the chairman. Residents are invited to give their views on issues on this agenda or raise issues for future consideration. Members of the public may not take part in the parish council meeting itself. **This period does not form part of the formal meeting.***

Members of the public are requested to write to the clerk in advance of the meeting with any queries or comments on any of the agenda item (where possible).

Note: Comments from parishioners are welcomed but in line with our Standing Orders (available to view on our website:

<https://defford-besfordparishcouncil.co.uk/index.php/category/policies/> *time will be **strictly** limited to maximum of 15 maximum minutes or to be included as an agenda item at the next parish council meeting. **Note: if multiple residents are in attendance the allocated time for this part of the meeting will be shared accordingly***

1. APOLOGIES

2. Election of Chair / Vice Chair

3. DECLARATIONS OF INTEREST

Declarations of Interest:

- Register of Interests: Councillors are reminded of the need to update their register of interests.
 - To declare any Disclosable Pecuniary Interests in items on the agenda and their nature.
 - To declare any Other Disclosable Interests in items on the agenda and their nature.
 - Written requests for the council to grant a dispensation (S33 of the Localism Act 2011) are to be with the clerk at least four clear days prior to a meeting.
- Councillors who have declared a Disclosable Pecuniary Interest, or Other Disclosable Interest which falls within the terms of paragraph 12(4) (b) of the code of conduct, must leave the room for the relevant items.

4. APPROVAL OF MINUTES from meeting on 19th March 2025

5. FINANCE / GOVERNANCE

- Approval of receipts and payments to 14th May 2025 (made since last meeting):

Playground Inspection	96.00
Lengthsman March 2024/25	192.00
Signage - Dog Fouling	83.40
Clerks Salary	380.08
Clerks Expenses	15.00
Expenses	10.49
Playground repairs	317.98

Hall Hire	20.00
Book Token Prizes	30.00
Grass Cutting	525.00
Signage - Speeding	143.28
Service Charge	6.00
CALC - Subscription	712.40
Insurance	525.19
Payroll Services	149.40
Clerks Expenses	15.00
Clerks Salary	379.88

b) Receipts:

Lengthsman (2024/25)	192.00
Precept / Grant	11,281.00

c) Account Balances:

Unity Trust Current Account: £1,405.18

Unity Trust Savings Account: £30,591.12

d) Annual Governance & Accountability Return (AGAR) Form 3 -2025 / 2. AGAR Form 3 and all supporting documents had been circulated to Cllrs in advance of the meeting:

e) Internal Auditor's Report: – report received and shared

f) AGAR 2025 / 26 Form 3 – Section 1 Annual Governance Statement – to consider and formally approve

g) AGAR 2025 / 25 Form 3 – Section 2 Accounting Statements – to consider and formally approve

6. COUNTY CLLR / DISTRICT CLLR REPORTS

7. HIGHWAYS & BYWAYS (to include traffic calming)

a) PRoW – *to receive report from Cllr Marshall*

b) VAS Sign Locations – *to record approved locations (by WCC) on A4104*

c) Besford – *Concerns raised by Cllr Robinson have been shared with WCC / WDC, and in hand*

8. PLANNING:

a) 25/00854/PIP – Land at (OS 9196 4360), Croome Road, Besford – *to consider and make comments*

b) Defford Arms – live music / alcohol sales - *to consider and make comments*

9. REPORTS:

- Lengthsman – to formally approve increase in hourly rate for LM to £20 per hour to bring in line with other LM, and to be increased by the rate of inflation annually thereafter
- Footpaths / PRoW - report from Cllr Marshall

10. MILLENNIUM GREEN;

- Maintenance and future improvements

11. CORRESPONDENCE / EMAILS: have been circulated to Cllrs but namely:

- Co-Option – Approval from WDC for the PC to go ahead and co-opt at a future meeting
- Communication received from residents re: 25/00854 and Defford Arms (Licencing Changes) – which have been shared with Cllrs

12. OTHER MATTERS FOR INFORMATION / FUTURE AGENDA ITEMS:

13. DATE OF NEXT PARISH COUNCIL MEETING – Wednesday 16th July at Defford VH