

**DRAFT**

**The Minutes of Annual General Meeting of Pendock Parish Council  
held at Berrow and Pendock Village Hall at 7.20pm on 25<sup>th</sup> May 2021**

**Present:** Cllrs Mr. Trevor Bell, Mr. John Davison, Mr. Martin Embley, Mr. Simon Fellows, Mr. Ernest Platt, and Mr. Robin Williams

**In attendance:** The Parish Clerk.

There were no matters for discussion before the meeting so no adjournment for the discussion of views.

- 1. Election of Chair:** Cllr. Bell was proposed by Cllr. Williams and seconded by Cllr. Platt. This was unanimously agreed. Cllr. Bell signed the Declaration of Acceptance of Office of Chair.
- 2. Apologies:** Apologies were received from DCllr. Bronwen Behan. The Chair reported that he had received Cllr. Sue Gile's resignation due to her imminent move outside of the Parish. He thanked her for her services to the Parish Council.
- 3. Election of Vice-Chair:** Cllr. Embley was proposed by Cllr. Williams and seconded by Cllr. Bell. This was unanimously agreed.
- 4. Declaration of Interests:** Councillors were reminded that they are required to keep their Register of Interests up to date. There were no personal interests declared in respect of items on the agenda.
- 5. Minutes:** The minutes of the meeting held on 16<sup>th</sup> March 2021 were approved and signed.
- 6. Finance Report:**
  - a. Annual Return Governance Statement 2020/21:** The Council reviewed each of the governance statements set out in the Annual Return and were happy that they had complied with all. The Annual Return was duly signed by the Chair.
  - b. Approval of Accounting Statements 2020/21:** Having reviewed the accounts for the year to 31<sup>st</sup> March 2021 the Accounting Statements were proposed, approved, and signed by the Chair.

Cllr. Embley agreed to become a signatory on the Parish Council bank accounts. The Clerk to arrange for Cllr. Embley to be added and Sue Giles removed.

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**7. Road Safety Working Party Update:** The Working Party reported:

- a. **Speed:** The batteries for the VAS's have been provided to the councillors who have offered to change them. The Clerk to chase the post that was due to be erected on Pendock Road.
- b. **School Safety:** The installation of the school safety zone is hoped to take place over the summer holidays. The exact dates are yet to be confirmed.
- c. **Bus Shelter:** Cllr. Embley has drafted a tender for the repair of the bus shelter and the removal of the bike rack. A notice is to be put in the Parish Magazine inviting contractors to tender for the work. Cllr. Bell to confirm with Worcestershire County Council that they are agreeable to the school buses using the bus shelter before any work on the bus shelter begins.

**8. Councillor's Reports:**

- a. District Councillor Behan sent the following report:  
The District Council responded well to the lockdowns and High Street closures over the last year. Since November 2020 more than £8.7 million was paid out in local Restrictions grant support and more than £3.7 million in Restart Grants.  
Generally speaking remote meetings worked well although there were some technical issues. A consultation is in progress to examine changes to the height of mobile phone masts and band widths without the need for planning permission other than siting and appearance. Exceptions will still remain in place in sensitive areas such as AONB's and conservation areas.  
The Council is currently running a 'Reassuringly Local Campaign' to help High Streets return to business and encourage visitors to stay longer and experience a day out rather than just a visit to the shops.  
Work continues on the Boundary review for Wards within the District. More work will resume now that restrictions are being lifted and there will be more consultation with Parishes.  
The SWDPR has also experienced delays due to lockdown and it is now increasingly important for the work to go to consultation before this has an impact on the Councils 5-year land supply.  
Elliott Nixon will be doing a property marking and home security advice event on Wednesday 2<sup>nd</sup> June at Pendock School car park.
- b. A sign to Cook's Lane is pointing in the wrong direction. The Clerk to request that the Lengthsman turns the sign round. The Clerk has reported to Highways that the sign for Cook's Lane at the B4208 end is missing.
- c. It is noted that the new gates into the parish from the Queens Arms Bridge is obscuring the Pendock sign.
- d. Cllr. Williams mentioned that the litter picking that was due to take place in Upper Pendock has not happened. The Clerk to follow up.

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- e. Following complaints about noise and light pollution at properties in the parish, parishioners are advised to visit [www.malvern hills.gov.uk/report-it](http://www.malvern hills.gov.uk/report-it) for advice.
- f. The Clerk to set up a Zoom call to discuss the Parish Council’s response to the “South Worcestershire Development Plan Traveller and Travelling Show people Site Allocations” consultation paper.

**9. Date of the next Meeting:** 7.30pm on Wednesday 20<sup>th</sup> July 2021 at Berrow and Pendock Village Hall.

The meeting closed at 7:47pm.

Signed: .....

Chair

Date: .....

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