

## **NORTH CLAINES PARISH COUNCIL MEETING**

You are duly summoned to a meeting of the Parish Council of North Claines, which is to be held on 18<sup>th</sup> May 2026 at 19.30 hrs. at the Baptist Church in Okeys Lane – Fernhill Heath.

Clerk; Mrs. C. Shinner  
Telephone; 0778 732 6707  
Email; clerk@northclainesparishcouncil.gov.uk

The Old Library Centre  
65 Ombersley Street East  
Droitwich Spa  
Worcestershire  
WR9 8QS

### **AGENDA**

- 1. To receive apologies for absence and to approve reasons for absence.**
- 2. To elect a Chairman.  
To elect a Vice-Chairman.**
- 3. Declarations of Interest**
  - a) Register of interests; Councillors are reminded of the need to update their register of interests.
  - b) To declare any other Disclosable Pecuniary Interests in items on the agenda and their nature.
  - c) To declare any Other Disclosable Interests in items on the agenda and their nature.
  - d) 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 an interest must leave the room for the relevant items as per the code of conduct and the North Claines Parish Council standing orders.  
Failure to register or declare a Disclosable Pecuniary Interest may be a criminal offence.
- 4. To appoint Officers of the Council for General Committees and individual roles.**
  - 4.1 Finance Committee – to include the staffing committee.  
Appointment of Chairperson of the committee and 3 Councillors to serve on the Finance committee which will meet when the Council deems appropriate or 4 times a year.
  - 4.2 Recreation Committee to include all public open spaces.  
Appointment of a Chairperson of the Recreation Committee and 2-3 Councillors which will meet when appropriate.
  - 4.3 Planning Committee to take responsibility for reviewing all new applications. To also take responsibility for the updating of the neighbourhood plan. They will bring to the main council meeting only those applications where they wish to make an objection on planning grounds. Appointment of a Chairman and 2-3 Councillors.

- 4.4 Police liaison Councillor.
- 4.5 Social media oversight including newsletter Councillor.
- 4.6 Events Committee To appoint 3 Councillors to take responsibility for all public events on behalf of North Claines Parish Council.
- 4.7 To appoint Councillor as the main point of contact with Parish maintenance contractor.
- 4.8 To appoint Councillor for oversight of hedges and trees in the Parish

**5. To review adopted procedures of the Council.**

- 5.1 Review the standing Orders to the latest as recommended by NALC  
The Council has currently adopted the 2020 standing orders as recommended by NALC.
- 5.2 Review the financial regulations – no changes recommended as The Council has adopted the financial regulations from 2024 CALC.
- 5.3 Review complaints procedure - no changes recommended by the Clerk.
- 5.4 Review grievance and disciplinary protocol - no changes recommended by the Clerk.
- 5.5 Review IT policy, data protection policy, tree policy, grants policy. No changes recommended by the Clerk.
- 5.6 Review publication scheme – no changes recommended by the Clerk

**6 Approve and sign the risk log and asset register for the year ending 31 March 2026**

**7 Public Question time**

**8 To receive apologies for absence** and to approve reasons for absence.

**9 Minutes from the last meeting of the Parish Council**

- 9.1 To confirm the minutes of the meeting held on 13<sup>th</sup> April 2026.
- 9.2 Progress reports from the previous minutes and any matters arising for information (if not considered elsewhere on the agenda) (Appendix item A)

**10 Finance.**

- 10.1 Invoices for consideration and payment at the Council meeting.

Please note all invoices are brought to each meeting and Cllrs are welcome to examine them.

Top Cut Mowing Services Contract mowing for April 26	£3861.60
Signomatic 4 signs for equipment	£99.72
Clerk salary, NI/Tax/Pension for April 2026	Confidential
Green Self Storage Rent for May 2026	£99
Vodafone. May 2026	£21.10
J Wyton Work in April 2026	TBC
Top Cut Mowing services Addition to contract May 26	£60
Top Cut Mowing services parish lengthsman cost May 26	TBC
Gallagher for Hiscox – insurance renewal for NCPC	£1919.51

Worcestershire CALC subscription for 2026-2027 £1549.70

**Receipts**

Wychavon Precept part 1 2026-27 £60,255

- 10.2 To examine and approve the AGAR for 2025-2026
- 10.21 To approve and sign the Annual Governance Statement for 2025-2026
- 10.22 To approve and sign the Accounting Statements for 2025-2026
- 10.3 Bank reconciliation to the end of April 2026.

**11 Public areas in North Claines Parish.**

- 11.1 The Brum Recreation ground
  - Update on electric work.
  - Vandalism of the roundabout and decision to be made for repair/replacement
- 11.2 Bull Meadow
  - Update on visit by Creative Play to the Tractor
  - Discussion re the installation of a storage container
  - Possible installation of a new memorial bench.
- 11.3 Events run by the Parish Council update. Cllr MF.
- 11.4 Opportunity for Councillors to raise matters regarding other open recreation areas in the Parish.

**12. Highways, Footpaths and Lighting.**

- 12.1 Update from Highways/lengthsman Councillor.
- 12.2 Lighting problems in the Parish.
- 12.3 Update from the Councillor re the Parish contractor.
- 12.4 Trees and Hedges update.
- 12.5 Dilmore Lane missing footpath update.
- 12.6 Parishioner asked for dog bn on Firlands Close at April meeting of NCPC

**13. Correspondence.**

The Council are to raise any matters regarding correspondence as per the correspondence list.

**14 Planning**

- 14.1 Planning applications for consideration.

W/26/00773/HED Land At (Os 8623 5933)Dilmore Lane Fernhill Heath.  
Removal of 12.5 metres of hedgerow to facilitate development of planning permission 21/02974/FUL by virtue of enabling service connections

Planning applications responded to via delegated decision making

W/26/00630/FUL Planning Application Consultation W/26/00630/FUL Land Off Green Lane Adjacent To Firs Farm Ombersley Road Worcester  
Objection from North Claines Parish Council  
Applicant previously made an application under W/13/01131/OU for development on this land. This was refused by Wychavon but went to appeal. At appeal the planning inspector upheld the appeal but made significant conditions for the approval.

One condition set was that there was no reason/rationale for access to the proposed development from Perrins way. Access to the land was approved from Green lane with significant improvements to Green lane to be made by the developer. This new application reopens the request for access from Perrins way. North Claines Parish council objects to this aspect of the development as it goes against conditions set at appeal for W/13/01131/OU for access to this land.

For information only

Reports of a planning application from Church Farm for up to 800 houses have been received. Whilst this is in Worcester City, NCPC will also have the opportunity to comment.

14.2 Planning applications approved by Wychavon.

Planning Application W/26/00107/FUL  
Linacres Cottage, Linacres Farm, Egg Lane, Claines Worcester WR3  
Retrospective side extension and new front porch and change of use of land to residential.

14.3 Appeals to the planning inspectorate

Nothing received to date of agenda

14.4 Neighbourhood planning

Council to discuss and approve/refuse the quote from Pete the Planner for the neighbourhood plan.

**15 Report from County and District Councillors.**

15.1 Report from S James

15.2 Report from N Wright/D Birch.

**16 Newsletter and social media**

16.1 Update on newsletter.

**17 Councillors additional items for consideration** or for matters to be placed on the agenda for the next Parish Council meeting.

**18 Date of the next Parish Council meetings.**

1<sup>st</sup> June 2026

6<sup>th</sup> July 2026

No meeting in August

Abbreviations

Clr – Councillor

NCPC – North Claines Parish Council

WCC – Worcestershire County Council

WDC – Wychavon District Council