

Minutes of the meeting held 17 July 2025 at the Bowls Club, South Littleton

Present: Councillors: Helen Quigley-York, Victoria Sevier (Chairperson) & Tim Ward

In Attendance: Sean Arble (Clerk) & WDC Cllr J Ciotti

140 The meeting started at 7:10pm.

141 Apologies received from Cllrs D Jones, R Jones, S Cawood, S Ashwin & H Robson.

142 No interests declared.

143 No dispensations requested.

144 The **Council resolved** to approve the **MINUTES** of the meeting held 19 June 2025 at the Bowls Club, South Littleton.

145 The meeting was not suspended for Public Question Time.

FINANCE

146 The **Council resolved** to approve the payment schedule. Cllr Sevier signed the invoices. **ACTION: Cllr Ward to deliver invoices to Cllr Cawood for her signatures.**

Payment References; those in bold previously paid

Ref	Payee	Details	Net	VAT	Total	
57	CPCL	LaLido Unit	542.6	108.52	651.12	09.07.25
64	A Taylor	replace 8 rails Rec Ground	£390.00	£0.00	£390.00	17.07.25
65	Tserve	Website Work	£70.00	£0.00	£70.00	06.07.25
66	Freedom Centre	VE Day Grant	£250.00	£0.00	£250.00	06.07.25
67	Lloyds	May Banke fee	£4.25	£0.00	£4.25	DD July
68	Nick Lane	Lengthsman June	£185.00	£0.00	£185.00	17.07.25
69	Kompan	Balance Beam	£1,658.00	£331.60	£1,989.60	"
70	Station Garden	Refill Planters	£395.00	£0.00	£395.00	"
71	Clerk	June wage	£865.00	£0.00	£865.00	"
72	HMRC	Council NIC	£67.20	£0.00	£67.20	"
73	Clerk	June expenses	£116.83	£1.08	£117.91	"
74	A Taylor	Repair flooring around merry-go-round	£115.00	£0.00	£115.00	"
75	BG 303	electric May 25	£119.80	£5.99	£125.79	DD July
76	BG 307	electric May 25	£94.50	£4.72	£99.22	DD July
77	S Arble for IONOS	Website 875502	£10.00	£2.00	£12.00	17.07.25
78	S Arble for IONOS	domain & email	£19.49	£3.90	£23.39	"
79	Smart Cut	June Cut x2	£1,220.00	£244.00	£1,464.00	"
80	WCALC	Planning Training cllr Quigley-York	£35.00	£7.00	£42.00	"
81	A Taylor	Install Cable Ladder	£60.00	£0.00	£60.00	"
	TOTAL		£4,236.08	£600.29	£6,275.36	

147 June 2025 Reconciliation noted.

148 June 2025 Income & Expense Report noted.

149

The Council resolved to approve amending the Financial Regulations. 5.5d to read as follows:

"In cases of months when the Council does not meet, the Clerk is permitted to pay invoices with the approval of two of the following; two bank mandate full signatories or the Chairperson and one bank mandate full signatory. The Clerk is to forward a schedule of payments to be approved and Councillors can request to see scanned copies of invoices. The expenditures will be reported at the next meeting of the Council."

150

WCC Cllr H Robson June Report emailed to cllrs 17.06.25. Cllr Sevier summarized the report in the meeting.

151

WDC Cllr J Ciotti & H Robson July Report emailed to cllrs 17.07.25. Cllr Sevier and WDC Cllr Ciotti summarized the report in the meeting. Of particular note is that WDC will offer Neighbourhood Plan funding. **ACTION: Clerk to request information from Offenham & Honeybourne Parish Councils.**

ACTION POINTS

152

A1 – **ACTION: Cllr Ashwin to obtain L Bucknall signature.**

153

A5 - **ACTION: Clerk to request update on the Allotments Boundary from WDC officer.**

154

D2 – VAS keys are universal. HQ-Y has identity #s for all the VAS units.

155

D4 – **ACTION: Clerk to request a labour only dry wall quote from E Wharrad. ACTION Cllr Ward to seek property access approval from neighbour.**

156

D8 – Cllr Quigley-York is waiting for mixed hedge species quote from supplier as a replacement for the post & rail fence on the Recreation Ground.

157

F1 – **ACTION: Clerk to seek x-mas tree quote from supplier in Evesham near the river.**

158

J3 – Steppings stones repaired.

CLERK'S UPDATE

159

Correspondence for Consideration - none

Tabled Correspondence (not otherwise noted on Agenda or Action Tracker):

160

23.06.25 WCALC email re 20s Plenty Presentation on 11 & 16 July. See 24.06.25 email.

161

19.06.25 WDC email re community grant funding for neighbourhood planning is to be withdrawn with immediate effect.

162

Correspondence sent (not otherwise noted on Agenda or Action Tracker) - none

163

Reported issues (not otherwise noted on Agenda or Action Tracker): None

PLANNING

164

WDC approved W.25.01019.HP. The Council objected to this application.

165

NEW MOTIONS FOR COUNCIL CONSIDERATION - none

CLLR REPORTS AND FUTURE AGENDA ITEMS

166

Cllr Sevier confirmed that the verges on Shinehill Lane have been cut.



- 167 Cllr Ward suggested that a boules court might be a good amenity for the parish.
ACTION: Cllr Ward to investigate the possibility of installing a boules court.
- 168 Cllr Sevier noted that the Council stated it would create a parish projects survey. Cllr Cawood is to draft the survey.
- 169 Cllr Quigley-York asked if the Council create a list of S106 projects. The Clerk believes it is possible, but Cllr Robson should know more.
- 170 **ACTION: Bowls Club as the permanent venue for Council meetings proposal for September meeting.**
- 171 The meeting closed at 8:05pm.
- 172 **DATE AND VENUE OF NEXT SCHEDULED MEETING** at 7:30pm on 18 September 2025 at the Bowls Club, South Littleton.

Signed  Date 18.09.2025

PUBLIC QUESTION TIME NOTES - none

Minutes prepared by Sean Arble, Clerk to the Council, 18.09.25.