

AGENDA

Ordinary Meeting of South Littleton Parish Council

Date	Thursday 17th September 2026	Time	7:30pm
Venue	South Littleton Bowls Club	Meeting type	Ordinary

To Members of the Council: You are hereby summoned to attend the meeting detailed above for the purpose of transacting the business set out below.

Signed: Ian Broomhall, Clerk and Responsible Financial Officer

Date issued: 12th September 2026

No.	Business
1	Apologies for absence To receive apologies for absence and note the reasons given.
2	Declarations of interest and dispensations a) To receive declarations of interest from councillors in items on this agenda. b) To receive written requests for dispensations for disclosable pecuniary non-pecuniary interests. c) To consider any requests for dispensation received.
3	Minutes of the previous meeting To consider and approve the minutes of the meeting held on 10th July 2026 as a correct record. Supporting paper: <i>Draft minutes dated 10th July 2026.</i>
	PUBLIC QUESTION TIME <i>The meeting will be adjourned for Public Question Time. Parishioners may raise issues on this agenda or matters for future consideration at the Chairman's discretion. No Council decision will be taken on a matter unless it appears elsewhere on the published agenda.</i>
4	Finance A. To consider and approve the payment schedule. B. To receive and note the latest Income & Expenditure / Budget Monitoring Report, being June 2026, and to note that subsequent reports remain outstanding following change of Clerk. C. To receive and note the latest Bank Reconciliation, being June 2026, and to note that subsequent reconciliations remain outstanding following change of Clerk. Supporting paper: <i>Payment Schedule; June 2026 Income & Expenditure Report, June 2026 Bank Reconciliation.</i>
5	Wychavon District Councillor report To receive the District Councillor's report and note matters relevant to the parish. Supporting paper: <i>WDC Councillor Report.</i>

6	Worcestershire County Councillor report To receive the County Councillor's report and note matters relevant to the parish.
7	Action points To review the current Action Tracker, receive updates and agree any further action requiring Council consideration. Supporting paper: <i>Current Action Tracker.</i>
8	Clerk's update A. Correspondence for consideration - None. B. Tabled / routine correspondence - Public Rights account enquiry received regarding 2025/26 accounts; response being prepared. C. Correspondence sent - Replies/communications issued regarding South Meadows playground equipment repairs. Holding response issued acknowledging the Public Rights accounts enquiry. D. Reported issues - None not otherwise included on the Action Tracker. E. Pension Compliance - Pension re-declaration completed and submitted.
9	Planning To consider planning applications and other planning matters received by the agenda publication date.

10	New motions for Council consideration To consider motions, proposals and matters requiring a Council decision which have been properly included on the agenda. A. Christmas arrangements 2026 - Chair To consider and agree arrangements for Christmas 2026 and any associated actions and expenditure. B. Elan City VAS Warranty Extension - Clerk To consider and agree whether to enter into the proposed Elan City Warranty Extension Contract for the Council's VAS. Supporting paper: <i>Elan City Warranty Extension Contract - UK1396.</i> C. Brand and Tone of Voice Guide - Chair To consider the proposed Brand and Tone of Voice Proposal, including the council's logo, and agree to any amendments and/or next steps. Supporting paper: <i>Brand and Tone of Voice Proposal.</i> D. Proposed Station Road Development - Developer To receive a presentation/update from the developer regarding the proposed development at Station Road and to consider any matters arising within the Council's remit. E. Bowls Club Lease - Cllr Ward To consider the current position regarding the Bowls Club Lease and agree any amendments and/or further action required.
11	Councillors' reports and future agenda items To receive brief councillor updates and note requests for future agenda items. No decision will be made on a matter that is not otherwise included on this agenda.
12	Date and venue of next meeting To confirm the next meeting: 7.30pm on 15th October 2026 at South Littleton Bowls Club.