

MINUTES OF THE ANNUAL MEETING OF NAUNTON BEAUCHAMP PARISH COUNCIL

Held in the Church

Tuesday 5th May 2026 at 7:30pm

Present: Cllr A. Howarth Cllr D. Dickens
Cllr S. Reeves Cllr D. Turner
Cllr G. Edwards County & District Cllr Linda Robinson

In attendance: Clerk

- 1. Election of Chairman** – Councillor Howarth was elected to be Chairman, proposed by Cllr Edwards and Seconded by Cllr Dickens. Declaration of Acceptance of Office was signed.
- 2. Apologies** -None
- 3. Council Member Appointments**
 - i. Election of Vice-Chairman – Cllr Edwards was elected to be Vice-Chairman, proposed by Cllr Howarth and Seconded by Cllr Dickens.
- 4. Declarations of Interest** – none recorded
- 5. To consider any grants for dispensation** – none requested
- 6. Staffing & Scheme of Delegation**- all approved
- 7. Council reviewed and adopted the following policies:**
 - i. Financial Regulations
 - ii. Standing Orders
 - iii. Risk Assessment
 - iv. Insurance Requirements
- 8. Council confirmed approval of Minutes from the Annual Parish Council meeting held on Tuesday 29th April 2025 and the Ordinary Parish Council Meeting held on Tuesday 3rd March 2026**– signed by the Chairman.
- 9. County & District Councillor Report**

As covered in Parish Meeting minutes 2026
- 10. Highways**

Pothole outside Naunton Court Barns has now been filled.
- 11. Lengthsman**

Drain clearance still outstanding from the March meeting- Clerk to chase.
- 12. Planning**

There were no new planning applications to consider
- 13. Finance**
 - a) The following payments from March and April 2026 were approved to be paid:

Paul Brewer	Lengthsman March	£160.00	BACS
Lisa Cope	Postage/ Stationery/ Expenses	£51.33	BACS
HMRC	Tax	£144.60	Cheque 100765
Lisa Cope	Staffing costs	£579.00	BACS
ICO	Data protection fee	£52.00	BACS
Zurich	Insurance Renewal	£241.00	BACS
Paul Brewer	Lengthsman April	£140.00	BACS
Worcs CALC	Subscription	£143.16	BACS

b) The following documents were approved and signed by Cllr Howarth for the End of Year Accounts 2025/2026

1. Approval of Certificate of Exemption
2. Approval of Annual Governance Statement 2025/2026
3. Approval of Accounting Statements 2025/2026
4. Approval of Proposed Dates for Exercise of Public Rights
5. Approval of Insurance Renewal

14. Website

Cllr Turner shared that the new website is now live at <https://nauntonbeauchamp-pc.gov.uk/> Councillors to now consider what they would like added and how it could look in future meetings.

Email addresses are also all set up for the Clerk and councillors, some Cllrs require some assistance in setting up their accounts.

Cllr Howarth thanked Cllr Turner for his assistance with the website.

15. Correspondence- None

16. Councillors reports and items for future agenda items-

Cllr Howarth reported that following correspondence with the stables in March the ruts have been filled in and looking better.

Cllr Turner asked if Council future plans can be added to a future agenda

Cllr Dickens shared that he met with the local policing team in Upton Snodsbury at their open session regarding if the travellers re-visited and was told to call them immediately if they do return.

17. Date of next Ordinary Parish Council Meeting is scheduled for Monday 6th July 2026 commencing at 7:30pm in the Church.

SIGNED..... Chairman

Date