

HILL CROOME PARISH COUNCIL

Minutes of the Parish Council Meeting held at 7.30pm Monday 13th April 2026

1. **Apologies** - Cllr Phillips, Cllr Eaton and Cllr Owenson (District)
2. **Declarations of Interest** – no new declarations from Councillors
3. **Minutes** – the Minutes from the meeting held on 2nd February 2026 were circulated to Councillors and agreed and signed as a true record.
4. **Policies and Procedures**
 - a. **Risk Assessments** – approved without amendment
 - b. **Asset Register** – approved as an accurate record
 - c. **IT Policy** – a new policy was circulated in advance of the meeting and it was agreed to implement it with immediate effect.
5. **Finance** –
 - a. **Annual Finance Return (AGAR)** – the completed forms were circulated in advance for consideration prior to submission for the Internal Audit. Once returned the audit report will be considered at the May meeting before being finally approved and signed off.
 - b. **The Bank Reconciliation** was provided to Council and the Final Bank Reconciliation for the year was approved and signed by the Clerk and the Chair for entry with the Audit papers.
 - c. The proposed dates for the Notice of Public Rights and Publication of Annual Governance & Accountability Return (Exempt Authority) were set as being between Wednesday 3rd June and Tuesday 14th July 2026 – approved.
 - d. **A full end-of-year reconciliation** provided to Council for approval – approved.
 - e. **Expenses and Receipts** since the last meeting provided to Council for approval – approved and signed for the records.
 - f. **Annual Insurance** with Zurich proposed for acceptance, the renewal being in the sum of £277, identical to the previous year, due before 1st June 2026. Approved.
 - g. **Office of the Information Commissioner** annual renewal – approved.
 - h. **CALC/NALC** Annual renewals – approved.
 - i. **Defibrillator pads** – for retrospective approval - granted.
 - j. **Mower starter motor** – for retrospective approval – granted
 - k. **Village Hall room hire** – for retrospective approval – granted.
 - l. **Update on the proposed charitable donation in honour of the departed.** After advice was taken it was noted that any such donation could only be granted if the recipient charity could be shown to have given direct benefit to the local community. This outcome did not meet with universal agreement in Council.
 - m. **Request for a contribution to the Citizen's Advice Bureau** – the decision as to whether a contribution should be made has been delayed until all Councillors are able to express their view. The item will be carried forward to May. It is regrettable that the request came at the same time as the adjudication in item 'l' above.
6. **Planning Updates**
 - a. **Meadow Close** – the Planning Officer has determined that the material changes from the agreed plans are not in themselves an issue and will not be taking enforcement action. This will continue to be monitored.
 - b. **Baughton View** – the Planning Officer is aware of the work being carried out and is awaiting an updated application
 - c. **Baughton Stud** – still pending pending a decision

7. Planter Units

- a. A proposal to make funding in the sum of £150 for the upkeep and maintenance of the planters was agreed.
- b. The Chair introduced a proposal for a new planter to replace the tyre at the eastern end of the village. This was agreed in principle and will be considered again once the tyre has been removed.

8. Lengthsman – the new contract is awaiting signature. The Clerk is to send the lengthsman a list of major tasks that we expect to be kept up to date. These are especially important for the visibility splays.

9. Speed Enforcement – a new handheld camera system is being introduced and at a meeting with the enforcement lead and Deputy PCC it was noted that there are several locations suitable for the device to be deployed in the village. The local policing teams are being trained soon and we should see some action. The Clerk is to email the Local Policing Team with a view to getting targetted time slots, rather than random visits, albeit anything will be greatly appreciated.

10. Training – Councillors reminded as to the opportunities that arise. All currently up to speed.

11. District and County Council updates

Councillor Allen provided a verbal account relating to changes at County Hall, the newly adopted South Worcestershire Plan and the Veteran’s Bus Pass scheme. A written report is held on file.

Councillor Owenson submitted a written report, including Community grant information and grants for local businesses.

12. Correspondence – a letter from the South Worcestershire Citizens Advice requesting financial support

13. Councillor’s Reports – No matters arising.

Dates of upcoming meetings - 11th May, 21st September, 16th November

Date of Next Meeting Monday 11th May 2026

Signed as a true record.

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P. Smith - Chairman

Date