

HARVINGTON PARISH COUNCIL.

Draft Minutes of the Ordinary Parish Council meeting held in Harvington Village Hall on Wednesday 8 April 2026 at 7.45pm

Present: Cllrs. Mr Salter; Ms Smith; Mrs Ball; Mrs Allison; Mr Powell and Mr Baugh

In attendance: Mrs J White (Clerk); no Parishioners

71. Apologies: County Cllr. Mrs Bell; District Cllr. Reeves; Cllr. Mr Jones; Cllr. Mr Colebrook; Cllr. Mr Barker; Police; Neighbourhood Watch Officer.

72. Interests/Dispensations: None declared.
Register of Interests: Councillors reminded they should ensure these are kept up to date.

73. Reports:
No County Cllr. reported presented.
Dist. Cllr. Mr Reeves: unable to attend due to a commitment with another council meeting. His report is appended to these minutes.
No police report presented.
No Neighbourhood Watch Co-ordinator report presented.

Public Question Time: Meeting suspended at 19:49, reconvened at 19:57. Notes appended to these minutes.

74. Minutes: Proposed by Cllr. Allison, seconded by Cllr. Ball and **resolved** by all those present that the Minutes of the Parish Council Meeting, held on the 11th March 2026, be adopted. Duly signed by the Chair.

75. Clerk report:

- a) Annual Parish Council Meeting: Wednesday 13 May 2026, 7.45pm, in the Village Hall.
- b) Annual Parish Meeting: 19 May 2026, 7pm, in the Village Hall.
- c) Meeting dates for 2026-27: 8 April 2026; 13 May 2026; 10 June 2026; 8 July 2026; 9 September 2026; 14 October 2026; 11 November 2026; 9 December 2026; 13 January 2027; 10 February 2027; and 10 March 2027.
- d) Parish Lengthsman – contract issued on behalf of the parish council. No confirmed increase in the budget from WCC for the period commencing 1.4.26.
- e) Notice of the Emergency closure of B4088 Alcester Road, Harvington ("The Highway"). Reason for restriction: Burst water main. There is a likelihood of danger to the public or of serious damage to the road. There is a need to close the highway in the following terms: -
 - The effect of this Notice is that no vehicle shall proceed along that part of the highway from the County Boundary to its Junction with C2011 Station Road.
 - This provision shall continue in force for a maximum of 21 days, however, it is anticipated that it will remain in force for 4 days (24hr) commencing 6 March 2026.
 - Alternative routes: - B4088 Evesham Road, A44 Evesham Bypass, A46 Norton Lenchwick Bypass. Note the diversion enters from and finishes in Warwickshire County and vice versa.
 - Nothing in this Notice shall prevent at any time access for pedestrians to any premises situated on or adjacent to the highway, or to any other premises accessible for pedestrians from and only from the highway.
- f) Resident email re precept: requesting details re the precept and finances.
- g) Bus Shelter, Village Street: installation was due to take place at the end of March 2026 but has been delayed to early May 2026.
- h) Resident query re St James's Church: referred to the Rector 23.3.26
- i) Lime Tree, Leys Road: referred to Contractor, who advised that work to the crown will need to be undertaken in Autumn 2026, due to very early spring growth. Clerk will schedule works in due course.

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76.	<u>Cllrs. report:</u> a) <u>Play Refurbishment report: update on progress (Cllrs. Mrs Allison, Mrs Ball and Mr Powell).</u> Competitive price secured from local contractor, to be met on site.
77.	<u>Financial Matters: the following considered:</u>
77.1	<u>Schedule of payments:</u> and summary of accounts to 01.04.26 proposed by Cllr. Powell, seconded by Cllr. Smith and resolved by all present.
77.2	<u>End of Year Accounts 2025/26:</u> Accounts as @ 31 March 2026 and Bank Reconciliation reviewed by Councillors. Transparency Code and Asset Register for 2025/26 both uploaded to website. There are currently no reserve funds for election costs, due to take place in 2027. The proposal to consider moving £1000 of funds into reserves, and transfer the remaining balance to 2026/27 budget, was proposed by Cllr. Allison and seconded by Cllr. Smith, and resolved by all present.
77.3	<u>Play inspection:</u> to note this has been arranged, anticipated to take place in June/July 2026, total cost £234 + VAT.
77.4	<u>Grounds Maintenance Contract:</u> to note tenure in place to 2027 with no changes for this forthcoming year, confirmed increase of 3.8% cost.
78.	<u>Planning.</u>
78.1	<u>To note application dealt with by delegated authority:</u> W/26/0567/CLPU, Avalon, Hughes Lane, Harvington. Proposal: Certificate of Lawfulness for the proposed formation of habitable room in roof space with rear dormer and Velux roof-lights. Comments: No objections to this development, provided planning rules are adhered to, but wish to make the following comments: <ul style="list-style-type: none">• The extension is situated on the rear of the property and it has been noted that it will not affect the visual appearance from the street. However, the new, rear window does appear to overlook the neighbours' rear gardens, other properties adjacent and a property at the end of Ragley Road, which may illicit concerns re privacy.• The new roof appears to be flat. The parish council would like planners to consider how water will drain away? Finally, the parish council could not see the list of consultee's in the application and would urge planners to consider the rear and side neighbours in this process.
78.2	<u>HNP Minutes:</u> to note.
80.	<u>Correspondence circulated to members:</u> <ul style="list-style-type: none">a) NALC Chief Executive's bulletin – 9.3.26b) NALC Events newsletter – 11.3.26c) CALC Councillor's Survey – 16.3.26d) NALC Chief Executive's bulletin – 16.3.26e) CALC Update 26-04 – 16.3.25f) Public Consultation – Police forces merger – 18.3.26g) NALC Chief Executive's bulletin – 23.3.26h) CALC Councillor's Briefing – 25.3.26i) NALC Chief Executive's bulletin – 30.3.26j) Adopted South Worcestershire Development Plan Review 2021-2041 – 30.3.26
81.	<u>Pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960</u> it is resolved that, because of the confidential nature of the business to be transacted, the public and press leave during the consideration of the following items on this Agenda: Clerk has commenced her CILCA training, working an additional 5 hours this month. Additional hours of work have been agreed and included in the 2026/27 budget. It was proposed to pay the Clerk for these hours as well as any future hours automatically, subject to the Chairman authorising the hours on the monthly payslip, as proposed by Cllr. Allison, seconded by Cllr. Ball and resolved by all present.

Meeting closed at 20:20

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Public participation: Meeting suspended at 19:49, reconvening at 19:57.

a). A resident is querying whether a building at the back of Oak Tree Road, has correct planning in place. Clerk will check the planning application.

b). A resident is concerned about the barbed wire behind The Grange (508B), potentially causing harm to children, or damage to belongings whilst using the path. It was recollected this was not deemed dangerous by the Footpath Officer, but the Clerk will check with the Footpath Officer for absolute clarity.

County Councillor report:

- The South Worcestershire Development Plan has been approved
- A new growth fund has been launched, offering Grants to start-up's and SME's. Details can be found here: <https://www.wychavon.gov.uk/news-and-alerts/wychavon-outlines-gbp1-74m-growth-programme-at-packed-business-breakfast>
To apply: <https://www.wychavon.gov.uk/business/funding-and-support/wychavon-growth-fund>
- An application for planning in the village, W25/02430/HP, has been forwarded to committee. Awaiting confirmation of the committee date.

Payments & Expenses.

Payments for Authorisation - April 2026

Date	Payee	Details	NET	VAT	TOTAL	Relevant Power/Statutory Provision
10.04.26	Worcs CALC	AGAR training	40.00	8.00	48.00	LGA 1972, 111
10.04.26	Bloomfields	HNP Newsletter printing	105.00	0.00	105.00	LGA 1972, 111
10.04.26	WDC*	Dog litter bin relocation/removal	161.35	32.27	193.62	LGA 1972, 111
10.04.26	Orion Cleaning (Rob Baker)	Bus shelter cleaning	50.00	0.00	50.00	LGA 1972, 111
22.04.26	Mr S Skeys	Parish Lengthsman and FA (March)	584.50	0.00	584.50	LGA 1972, 111
30.04.26	HMRC	HMRC PAYE and NIC (Apr)	218.23	0.00	218.23	LGA 1972, 111
30.04.26	Mrs J White	Clerk salary & expenses (Apr)	1305.19	0.00	1305.19	LGA 1972, 111
30.04.26	Limebridge Rural Services Ltd	Amenity contract	1298.00	259.60	1557.60	LGA 1972, 111
TOTAL			3762.27	299.87	4062.14	

NB* bill amount being queried and will be confirmed

Payments 10.03.26 - 01.04.26:

Reference:	Payee	Details	NET	VAT	TOTAL	Relevant Power/Statutory Provision
P25-132	Worcs CALC	Clerk's CILCA Preparation/training	450.00	90.00	540.00	LGA 1972, 111
P25-133	Mr S Skeys	Parish Lengthsman and FA (Jan)	404.50	0.00	404.50	LGA 1972, 111
P25-134	St James's Church	Grant request (donation agreed Feb 2026)	120.00	0.00	120.00	LGA 1972, 111
P25-135	Mr S Skeys	Parish Lengthsman and FA (Feb)	344.50	0.00	344.50	LGA 1972, 111
P25-136	APS Consultancy	HNP Consultancy	150.00	30.00	180.00	LGA 1972, 111
P25-137	Lloyds	Service Charge	4.25	0.00	4.25	LGA 1972, 111
P25-138	HMRC	HMRC PAYE and NIC (March)	367.84	0.00	367.84	LGA 1972, 111
P25-139	Mrs J White	Clerk salary & expenses (March)	1312.31	0.00	1312.31	LGA 1972, 111
P25-140	Worcestershire CC	Streetlighting Q4	474.80	0.00	474.80	LGA 1972, 111
TOTAL			3628.20	120.00	3748.20	

Amenity Contract:

Date	Payee	Details	NET	VAT	TOTAL	Relevant Power/Statutory Provision
Mar-26	Limebridge Rural Services Lts	Amenity Playing Field mowing	236.00	47.20	283.20	LGA 1972, 111
		Amenity mowing contract	830.00	166.00	996.00	LGA 1972, 111
		Planters (1/8th)	232.00	46.40	278.40	LGA 1972, 111
TOTAL			1298.00	259.60	1557.60	

Receipts 10.03.26 - 01.04.26:

Reference	Receiver	Details	NET	VAT	TOTAL	Relevant Power/Statutory Provision
R26-1	Internal transfer to current acc	Transfer between accounts	1000.00	0.00	1000.00	LGA 1972, 139
TOTAL			1000.00	0.00	1000.00	

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Summary of Accounts:

Harvington Parish Council 2026-27	Budget	Receipts/	Variance	% Spent	Notes
Receipts					
Precept inc WDC Grant	55000.00	0.00	55000.00		
WCC Amenity	1500.00	0.00	1500.00		
VAT - Recoverable (and received)	10000.00	0.00	10000.00		
Wayleave payment	48.00	0.00	48.00		
WDC - Flood Alleviation	450.00	0.00	450.00		
WCC - Lengthsman 2026-27	2500.00	0.00	2500.00		
Transferred from reserves	0.00	1000.00	-1000.00		
CIL Funds from reserves	0.00	0.00	0.00		
Total	69498.00	1000.00	68498.00		CIL Funds remaining: £7288.25
Payments					
Staff costs inc HMRC and NI	20800.00	0.00	20800.00	0%	
Clerical Expenses	200.00	0.00	200.00	0%	
Admin Expenses	620.00	0.00	620.00	0%	
Training	1450.00	0.00	1450.00	0%	
Subscriptions	1200.00	0.00	1200.00	0%	
PC Insurance	1250.00	0.00	1250.00	0%	
Audit Fees	700.00	0.00	700.00	0%	
Grant/Donations	1100.00	0.00	1100.00	0%	
Website	260.00	0.00	260.00	0%	
Village Newsletter	2280.00	0.00	2280.00	0%	
Amenity Contract main. PF	2500.00	0.00	2500.00	0%	
Play Insp: + Asset Maint PF	2000.00	0.00	2000.00	0%	
Amenity Contract Maintenance JO	1200.00	0.00	1200.00	0%	
Ann. Inspect+ Assets JO,Lease	2400.00	0.00	2400.00	0%	
Planters	3400.00	0.00	3400.00	0%	
Street Lighting	2100.00	0.00	2100.00	0%	
Litter/Dog bins x 9	840.00	0.00	840.00	0%	
Xmas Tree	920.00	0.00	920.00	0%	
Defibrillators	570.00	0.00	570.00	0%	
Maintenance assets	2000.00	0.00	2000.00	0%	
Amenity Contract+ Trees	8500.00	0.00	8500.00	0%	
Parish Lengthsman (FA)	600.00	0.00	600.00	0%	
Parish Lengthsman (outside of schem	1138.00	0.00	1138.00	0%	
VAT - Recoverable	5490.00	0.00	5490.00	0%	
VAS Swarco Contract	1880.00	0.00	1880.00	0%	
Contingency	4100.00	0.00	4100.00	0%	
CIL funding transfer from reserves	0.00	0.00	0.00	0%	
Transfer to reserves	0.00	0.00	0.00	0%	
HNP major review Costs	0.00	0.00	0.00	0%	Separate funding grant up to £8000
	69498.00	0.00	69498.00		
WDC - HNP Grant	1428.16	0.00	1428.16	0%	
WCC - PL Scheme	2500.00	0.00	2500.00	0%	
TOTAL	73426.16	0.00	73426.16		

Treasurers Account: 01.04.26	1496.56
Income received	1000.00
Minus payments	0.00
Treasurers A/C Total 01.04.26	2496.56

Business savings A/C	34249.60
Total in A/C	36746.16