

HARVINGTON PARISH COUNCIL.

Minutes of the Ordinary Parish Council meeting held in Harvington Village Hall on Wednesday 11 March 2026 at 7.45pm

Present: Cllrs. Mr Salter; Mr Jones; Ms Smith; Mrs Ball; Mrs Allison; Mr Powell, and Mr Barker.

In attendance: Mrs J White (Clerk); and 1 Parishioner

60. Apologies: County Cllr. Mrs Bell; District Cllr. Reeves; Cllr. Mr Colebrook; Cllr. Mr Baugh; Police; Neighbourhood Watch Officer.

61. Interests/Dispensations: None declared.

62. Reports:
No County Cllr. reported presented.
Dist. Cllr. Mr Reeves: Provided his apologies and asked parishioners to get in touch with him directly with any questions.
No police report presented.
No Neighbourhood Watch Co-ordinator report presented.

Public Question Time: Meeting suspended at 19:46, reconvened at 20:00. Notes appended to these minutes.

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

64. Clerk report:

- a) Blocked drain on the crossroads: has been reported to Highways again for follow up – 9.2.26. Also reported by residents.
- b) Blocked gulleys, Station Road: reported to Highways by resident – 11.2.26.
- c) Siding out, Alcester Road: Highways have confirmed this work will be scheduled in due course, based on a needs and priority basis – 11.2.26
- d) Trees in pond area, Jubilee Orchard: Contractor has confirmed it is currently too wet to remove the windfallen saplings, to be scheduled for later on in the year.
- e) Bus Shelter, Village Street: Highways have confirmed that the manufacturer is ready to deliver the shelter, however, the installation and permit cannot be signed off until they have provided Highways with a traffic management plan.
- f) Jubilee Carpark condition: Concerns have been followed by the WCC Green Team, who have advised that the tree causing the root problems will be removed and the stump chemically treated to prevent any further root proliferation. No timescale for removal currently identified.

65. Cllrs. report:

- a) Play Refurbishment report: update on progress (Cllrs. Mrs Allison, Mrs Ball and Mr Powell). The MUGA repairs are due to be assessed in April 2026. In relation to toddler fencing, we are awaiting two further quotes, but 3 ball-park quotes have been received. It has also been reported that the orange climbing frame has an end-stop missing; Clerk is sourcing a replacement part.
- b) WCC Budget Engagement meeting: report (Cllr. Ms Smith). The County Council are operating as normal but are encumbered by finance commitments.
- c) Harvington Festival: update (Cllr. Mr Powell). Due to be held 21-28 June 2026 with events on every day, utilising the village hall, church, etc. There will be a fun-run, dog show, children's art competition and a history walk. Ellenden will act as a collection point for the artwork.
- d) Asset Report: update (Cllr. Colebrook). Report noted.

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66.	Council Matters: the following considered:
66.1	<u>Asset of Community Value:</u> re-registration of Coach & Horses (expires 28.04.26) considered and proposed by Cllr. Smith, seconded by Cllr. Powell and resolved by all present, to apply for protection as an asset of community value.
66.2	<u>Castlethorpe Homes:</u> discussion whether the Parish Council should take on responsibility for the proposed public open spaces. After much discussion, it was not felt that this was in the Parish Council's best interests to adopt the land, as proposed by Cllr. Barker, seconded by Cllr. Jones and resolved by all present.
66.3	<u>Asset Register:</u> to note the changes (updated February 2026).
66.4	<u>IT Policy:</u> two suggested policies were reviewed by the F&GP group, with the recommendation to adopt the CALC policy. The IT Policy satisfies Assertion 10. Acceptance of the CALC policy proposed by Cllr. Allison, seconded by Cllr. Jones and resolved by all present.

67.	Financial Matters: the following considered:
67.1	<u>Schedule</u> of payments and summary of accounts to 09.03.26 proposed by Cllr. Smith, seconded by Cllr. Jones and resolved by all present, subject to agreement to the final agenda item (minute 70.0).
67.2	<u>Welcome to Harvington booklet:</u> final draft printing costs and contents discussed. Members noted a couple of amendments are needed (eg date of publishing, email address/website to be updated). The approval of the contents, subject to any further councillor comments to be sent to the Clerk, proposed by Cllr. Smith, seconded by Cllr. Powell and was resolved by all present.

68.	Planning.
68.1	To note application dealt with by delegated authority: W/25/02185/FUL, Land at (Os 0497 4920), Evesham Road, Harvington. Proposal: Full Planning Permission for the proposed residential development of 9 dwellings. All plans updated to incorporate avenue of Millenium Trees into site entrance design; Planning Application Form and Notices updated due to change of applicant following death of original applicant (prior to determination). Comments: None.
68.2	Neighbourhood Plan: minutes from 4 February 2026 to be noted.
68.3	Neighbourhood Plan: the proposed housing needs survey (parish choice questions) were reviewed and explained. Based on the advice of CALC, the Council agreed to delegate the final decision on the wording of the Housing Needs Survey to the Clerk, in consultation with the members of the NHP working group, as proposed by Cllr. Ball, seconded by Cllr. Allison and resolved by all present.
68.4	Neighbourhood Plan: reviewed, with the approval of the working document proposed by Cllr. Powell, seconded by Cllr. Barker and resolved by all present.

69.	Correspondence circulated to members:
	<ul style="list-style-type: none"> a) NALC Chief Executive's bulletin – 9.2.26 b) CALC Update 26/02 – 9.2.26 c) Wychavon CIL consultation 2 March 2026 – 9.2.26 d) NALC Events newsletter – 11.2.26 e) Worcestershire Local Government Reorganisation consultation – 11.2.26 f) NALC Chief Executive's bulletin – 16.2.26 g) NALC Chief Executive's bulletin – 19.2.26 h) WCC Waste Local Plan consultation – 25.02.26 i) CALC Update 26/03 – 2.3.26 j) NALC Chief Executive's bulletin – 2.3.26 k) West Mercia PCC's Newsletter - 2.3.26 l) CALC Health & Wellbeing Newsletter – 4.3.26 m) NALC Events Newsletter – 4.3.26 n) West Mercia Fraud & Scam bulletin – 4.3.26 o) Neighbourhood Watch March 2026 bulletin – 4.3.26

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70. Pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 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:

Parish Lengthsman salary was discussed with a proposal to increase his hourly rate of pay to £21.00/hour, as proposed by Cllr. Smith, seconded by Cllr. Allison and **resolved** by all present.

The Clerk has accrued 12.6 hours of accrued but untaken annual leave. The item was discussed and recommended that this is paid to the Clerk, rather than rolling it forward into the new annual leave year, as proposed by Cllr. Allison, seconded by Cllr. Barker and **resolved** by all present.

Meeting closed at 20:45.

Signed by the Chairman:..... Dated: 8 April 2026

Public participation: Meeting suspended at 19:46, reconvening at 20:00.

- a). A parishioner raised concerns about a tree on Leys Road, which needs coppicing. Clerk to review.
- b). Noted that Salford Priors has a beautiful display of bulbs. The Chairman confirmed that something similar on the village green is already being considered and a quote being sourced.
- c). A parishioner has raised a concern about the amount of dog waste and suggested a sign on the gate into the Jubilee Orchard, advising to keep the gates closed. It was noted that dogs should be on a lead in the Orchard. Council will review the matter further.
- d). Ongoing complaint, re landscaping at Lion Court. The final update is that Enforcement Officers have closed the complaint, despite agreeing there were concerns with weeds, surfaces and poor condition of shrubs. The Landscape Officer met with Lion Court and Ground Solutions representatives, and agreed to pass the works, with Lion Court replacing 250 whips and trees and the Orchard will be cut. The residents was concerned that they shouldn't be paying for poor landscaping conditions and so a meeting with Chris Bloor, MP, re concerns to raise the matter further, has been arranged.
- e). A parishioner raised a concern about a Portaloo. The Chairman confirmed it has now been removed.

Payments & Expenses.

Payments for Authorisation - March 2026

Date	Payee	Details	NET	VAT	TOTAL	Relevant Power/Statutory Provision
12.03.2026	Worcs CALC	Clerk's CILCA Preparation/training	450.00	90.00	540.00	LGA 1972, 111
12.03.2026	Mr S Skeys	Parish Lengthsman and FA (Jan and Feb)	749.00	0.00	749.00	LGA 1972, 111
12.03.2026	St James's Church	Grant request (donation agreed Feb 2026)	120.00	0.00	120.00	LGA 1972, 111
12.03.2026	APS Consultancy	HNP Consultancy	150.00	30.00	180.00	LGA 1972, 111
31.03.2026	HMRC	HMRC PAYE and NIC (March)*	367.84	0.00	367.84	LGA 1972, 111
31.03.2026	Mrs J White	Clerk salary & expenses (March)	1312.31	0.00	1312.31	LGA 1972, 111
TOTAL			3149.15	120.00	3269.15	

* Partial ER NICs to pay, as £29.86 will be offset against HMRC credits held

Payments 10.02.26 - 09.03.26:

Reference:	Payee	Details	NET	VAT	TOTAL	Relevant Power/Statutory Provision
P25-124	Worcs CALC	Training x4	140.00	28.00	168.00	LGA 1972, 111
P25-125	Worcestershire County Council	Streetlighting Q3	474.80	0.00	474.80	LGA 1972, 111
P25-126	Lloyds Bank	Service Charge	4.25	0.00	4.25	LGA 1972, 111
P25-127	HMRC	HMRC PAYE and NIC (Feb)	165.10	0.00	165.10	LGA 1972, 111
P25-128	Mrs J White	Clerk salary & expenses (Feb)	1128.31	0.00	1128.31	LGA 1972, 111
P25-129	Limebridge Rural Services Ltd	Amenity contract	370.00	74.00	444.00	LGA 1972, 111
P25-130	Tesco	Printer paper x2	7.00	0.00	7.00	LGA 1972, 111
P25-131	Giff Gaff	Mobile Phone payment (March)	5.00	1.00	6.00	LGA 1972, 111
TOTAL			2294.46	103.00	2397.46	

Amenity Contract:

			NET	VAT	TOTAL	Relevant Power/Statutory Provision
None				0.00	0.00	LGA 1972, 111
				0.00	0.00	LGA 1972, 111
TOTAL			0.00	0.00	0.00	

Receipts 10.02.26 - 09.03.26:

Reference	Receiver	Details	NET	VAT	TOTAL	Relevant Power/Statutory Provision
R25-30	Internal transfer to current acc	Transfer between accounts	2000.00	0.00	2000.00	LGA 1972, 139
R25-31	Internal transfer to current acc	Transfer between accounts	2000.00	0.00	2000.00	LGA 1972, 139
TOTAL			4000.00	0.00	4000.00	

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Summary of Accounts:

Harvington Parish Council 2025-26	Budget 2025/26	Receipts/ Payments	Variance	% Spent	Notes
Receipts					
Precept inc WDC Grant	45222.00	45222.00	0.00		
WCC Amenity	1500.00	1494.99	5.01		
VAT - Recoverable (and received)	5000.00	5303.00	-303.00		
Way/leave payment	43.00	46.52	-3.52		
WCC - Lengthsman February 25.	0.00	201.60	-201.60		
WCC - Lengthsman 2025-26	2468.44	2262.40	206.04		
Transferred from reserves	0.00	25695.00	-25695.00		Funds for recruitment budget.
CIL Funds from reserves	0.00	26635.38	-26635.38		
Returned funds (correction)	0.00	100.00	-100.00		
Returned funds (solicitors)	0.00	1800.00	-1800.00		
Total	54233.44	108760.89	-52627.45		Funds remaining from 2024-25 £7288.25
Payments					
Staff costs inc HMRC and NI	23880.00	17831.54	6048.46	75%	
Clerical Expenses	500.00	401.82	98.18	80%	
Admin Expenses	550.00	500.42	49.58	91%	£300 transferred from recruitment budget, £50 transferred from recruitment budget
Recruitment Budget	645.00	414.50	230.50	64%	£1500 transferred in from reserves; £350 transferred out to admin expenses; £100 transferred out to training; £405 transferred out to training
Training	805.00	315.00	490.00	39%	£100 transferred from recruitment budget, £405 transferred in from recruitment budget 9.3
Subscriptions	1200.00	1108.73	91.27	92%	
PC Insurance	1192.00	1191.77	0.23	100%	£32 transferred from Subscriptions
Audit Fees	560.00	559.80	0.20	100%	£240 transferred out to Amenity contract JO
Grant/Donation.	2500.00	1893.99	606.01	76%	Remembrance Wreath
Website	300.00	243.00	57.00	81%	
Village Newsletter	2300.00	900.00	1400.00	39%	
Amenity Contract main. PF	2185.00	1684.00	501.00	77%	contract mainJO 9.3
Play Insp: + Asset Maint PF	2800.00	2354.00	446.00	84%	£2000 transferred from maintenance assets
Amenity Contract Maintenance JO	2055.00	2055.00	0.00	100%	£240 transferred in from Audit fees, £150 transferred from Xmas Tree, £500 transferred from Annual Inspect.LeaseJO. £215
Ann. Inspect+ Assets JO,Lease	2000.00	1382.89	617.11	69%	£500 transferred to Amenity contact JO
Planters	3000.00	2936.00	64.00	98%	£500 transferred from PF
Street Lighting	3000.00	1424.40	1575.60	47%	
Litter/Dog bins x 9	750.00	681.59	68.41	91%	
Xmas Tree	850.00	820.00	30.00	96%	£150 transferred out to Amenity contract JO
Defibrillators	3595.00	3476.11	118.89	97%	Transferred from reserves £2895.
Maintenance assets	613.00	250.00	363.00	41%	Offset by £100 for correction of bank transfer. £387 transferred
Amenity Contract+ Trees	8000.00	5355.00	2645.00	67%	
Parish Lengthsman (PC)	1300.00	571.20	728.80	44%	
VAT - Recoverable	5000.00	10190.64	-5190.64	204%	
VAS Swarco Contract	3387.00	3387.00	0.00	100%	£387 transferred from Maintenance of assets
Contingency	3089.00	249.35	2839.65	9%	£3089 added from 24/25. Transfer
Repayment to N+L PC	500.00	500.00	0.00	100%	
Planning Solicitors	1500.00	1500.00	0.00	100%	
CIL funding transfer from reserves	16620.18	22960.34	-6340.16	138%	
Transfer to reserves	0.00	23811.29	-23811.29	-100%	£1800 solicitors fee refund transferred to reserves
TOTAL	99165.53	113477.78	-14312.25		

Treasurers Account: 01.04.25	9961.23
Income received	108760.89
Minus payments	113477.36
Treasurers A/C Total 09.03.26	5244.76
Business savings A/C	35235.18
Total In A/C	40479.94