

SOUTH LENCHES PARISH COUNCIL

Clerk to the Parish Council: Kate Lee

Email: clerk@southlenchesparishcouncil.org

Website: <http://www.southlenchesparishcouncil.org/>

Held May 11th 2026 following the conclusion of the Annual Parish Meeting in Church Lench Village Hall, Church Lench.

MINUTES Meeting opened at 7:50pm

1.	Election of Chairman: Cllr. Doyle has proposed Cllr Seabourne. Cllr Tyrell seconded.
2.	To receive and approve apologies of absence. Apologies from Cllr Lucy Buxton.
3.	To elect a Vice-Chairman. Cllr Hodges proposed Cllr Murray. Cllr Soderman seconded.
4.	Declarations of Interests: Failure to register or declare a Disclosable Pecuniary Interest may result in the commission of a criminal offence. 4.1 <u>Register of Interests</u> – None 4.2 <u>To declare any Disclosable Pecuniary Interest.</u> None 4.3 <u>To declare any Other Disclosable Interests</u> None 4.4 <u>To consider any Dispensations received.</u> None
5.	General Power of Competence: As the Parish Council do not adhere to all the criteria required the General Power of Competence will not apply.
6.	Code of Conduct: Councillors resolved to adopt and adhere to the new Code from WCC.

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7. Annual business as per Standing Orders:

1. To review and adopt:

- a) Standing Orders - Inc delegation arrangements to the Clerk.
 - b) Financial Regulations.
 - c) Asset Register. New VAS will be added
 - d) Risk Management Policy.
 - e) Risk Assessment.
 - f) Councillors Training Policy.
 - g) Staffing Committee Policy.
 - h) Freedom of Information Policy and Publication scheme.
- All policies above no change. All councillors agreed to adopt for new year.

Action: Cllr Dr Murray to review financial regs to find solution for VAT treatment for grants.

2. To appoint members to the following:

- a) Review of Terms of the Finance & General Purposes Group appoint 2 members (Chairman and Vice – Chair are ex-officio members). (Terms in Standing Orders)
Cllr Tyrell and Cllr Hodges continue Cllr Doyle will join. All agreed.
- b) Review of Terms of Staffing Committee and appoint 2 members (Chairman and Vice –Chair are ex- officio members). Cllr Buxton has been proposed.
- c) Wychavon CALC representative x 1. Cllr Tyrell proposed and accepted
- d) Neighbourhood Plan Steering Group x 2. Cllr Hodges, Cllr Dr Murray and Cllr Tyrell proposed and accepted.

8. Insurance:

- a) To review insurance provider quotes received.
Zurich and Ansvar provided quotes of £481.26 and £450.19 respectively.
- b) To agree on preferred provider and annual premium payment
Cllr Murray proposed Ansvar as cheaper option. Cllr Soderman seconded. Unanimously resolved.

9. Asset Register: Review of Asset Register. Reviewed.

Action: clerk to add new VAS and review replacement costs.

- 10 Policies and Procedures:** Review of the council's policies, procedures, and practices in respect of its obligations under Freedom of Information, GDPR and Data Protection legislation.
No changes. Reviewed and accepted.

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| 11
. | Review Annual Subscriptions: Play Lease payment £1 to LSRC. CALC £628.70 (inc VAT). ICO £47 |
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. | To receive reports from County, District Cllrs. and Police. None from cllrs. Police shared in Annual Parish Meeting. |
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The meeting will be adjourned for Public Question time: The time allocated is at the discretion of the Chairman. Residents are invited to give their views and question the Parish Council on issues on this Agenda or raise issues for future consideration. Members of the public may not take part in the Parish Council meeting itself. This period is not part of the formal meeting and will **not** form part of the minutes.

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. | Minutes of the previous meeting: To approve the Minutes of the meeting held on 09.03.26. Approved. |
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. | To receive Clerk report:
a) <u>To discuss possible CAB donation.</u> At this current stage in the year we do not have full visibility of costs that will be incurred later in the year, there was not a line in the budget for this so we are unable at this stage.
<u>Action:</u> Clerk to respond to the email.
b) Lengthsman update – Lengthsman has currently been put on hold while Clerk tries to ascertain the budget for the new tax year. Communications have indicated that there may be no budget at all.
<u>Action:</u> Clerk to contact Kim Paul, to see if they can direct to correct person. Clerk will also contact CALC to see if they are aware of grant information. Cllr Seabourne will attempt to contact Cllr Bell again. |
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15 .	To receive Cllrs. reports: a) <u>Neighbourhood Plan update.</u> (Cllr. Mrs. Hodges). Annual report received at Annual Parish Council Meeting. Cllr Hodges formally requests permission to submit the full NHP to WDC. Cllr Soderman proposes acceptance. Cllr Doyle seconded. Unanimously resolved. b) <u>Pool/play area.</u> (Cllr. Mr. Seabourne). Jonathan Hazelwood will be supporting us for another year. All is going well, he is very responsive. c) <u>Asset Inspection report:</u> (Cllr. Mrs. Tyrrell). All fine. Nothing to report. VAS will be turned around soon as was originally installed facing the wrong way.
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16.	Finance.
16.1	a) <u>To approve</u> accounts year ending March 31 st 2026. Approved. b) To receive internal auditor statement of accounts. Received. c) <u>To approve</u> AGAR. Approved. d) To approve explanation of variances. Approved. <u>Action:</u> Clerk to upload all to website.
16.2	<u>To consider:</u> a) To approve payments of £1684.68 for Clerk salary for May and June, pool area contractor for two months and hall hire for two months. Approved. b) to approve summary of accounts to 01.05.2026. Approved.
16.3	<u>To review</u> Balances & Reserves Policy. Deferred to next meeting.
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17.	Planning Matters.
17.1	<u>To consider commenting on the following application:</u> <u>None at present to comment on.</u>

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17.2	<u>To note the following decisions and matters dealt with by delegation:</u> a) <u>W/26/00734/PIP</u> Land At (Os 0277 5140), Low Road, Church Lench. Proposal Permission in Principle for the erection of a single dwelling. The council commented The proposed development would represent backland development which would result in adverse landscape harm to the character of the area and the settlement, contrary to the requirements of the South Worcestershire Development Plan. The application site is not considered to be a sustainable location for residential development due to limited local services, a lack of sustainable transport options, and the sole reliance on the use of car for future residents. The site lies outside the Church Lench village development boundary. An argument made by the applicant that the boundary has been extended due to their own development is clearly wrong. There are currently planning approvals for 42 new houses in Church Lench. None have yet been built. This already far exceeds any housing requirement in any plan and, if all 42 were built, would have a dramatic effect on the character of the village. This application is made as an obvious addition to the existing approved plan, reference W/23/02605/FUL. That application is referenced more than once in this new application and this should come as no surprise as the developer is the same in both cases. The main implication of this, aside from other objections, is that the total site now measures more than 1 hectare. The provision of 21% green space in the original plan is therefore inadequate. We note that no provision has been made for affordable housing and there is no Section 106 agreement in place for the approved plan W/23/02605/FUL. : b) <u>W/26/00530/LB Sheriffs Lench Manor, Sheriffs Lench, Evesham, WR11 4SN</u> Proposal: Remove existing front door and surround and replace with new wooden front door and surround. The council had no comment.
17.3	<u>To note correspondence received from the Planning Authority:</u> a) Lenchwood Lodge, Alterations to fenestrations and roof replacement. Decision: Approved.

Meeting closed: 21:10.

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Circulation: **All members of the Parish Council; District and County Councillors.**

Dated: 11th May 2026

Signed by the Clerk: K. Lee

Supporting notes to agenda for meeting May 2026.

	Meeting notes with further information in Dropbox link.	
Agenda No. 6	Our current code of conduct and WCC's version	To review and decide
Agenda No: 13	Draft March Minutes	For approval.
Agenda No: 9	Asset Register.	To review.
Agenda No. 10	Link to all current policies requiring review	To review.
Agenda No: 11	Annual Subscriptions: CALC renewal and accompanying letters.	To note
Agenda No. 15	NHP full document provided by Cllr Mrs Hodges	To review.
Agenda No: 16.1	End of year accounts (31.03.2025).	For approval.
Agenda No: 16.2	Schedule of Payments + Summary of accounts.	For note.
Agenda No: 16.3	Balance and Reserves Policy.	For approval.