



Present: Cllr. Tassell (Chairman), Cllr. Birchall, Cllr. Doyle, Cllr. Eberlin; Cllr. Field,
Cllr. Jukes + 1 vacancy
In Attendance: (Carole Hirst), Clerk and 1 member of the public,

Minute Reference	
989	Apologies. Cllr. Ballard, Cllr. Crompton, Cllr. Paul. Cumming MHDC; Cllr. Pam Cumming MHDC; Cllr. Justin Bowen WCC.
990	<p>a) The Clerk took over as Chair for this part of the meeting until the new Chair was appointed. Appoint Chair and signing of Declaration of Office as Chair.</p> <p>Cllr. Libby Tassell confirmed her interest to stand as Chair. There were no other nominations. Cllr. Field Nominated Cllr. Libby Tassell and Proposed and Cllr. Cathie Eberlin Seconded that Cllr. Libby Tassell be elected as Chair. All in favour. Cllr. Tassell was duly elected as Chair and signed the Acceptance of Office form 2026. Cllr. Tassell took over as Chair.</p> <p>b) Appoint Vice-Chair Cllr. Tassell Proposed and Cllr. Jukes Seconded that Cllr. Field be elected as Vice Chair. Cllr. Field indicated her willingness to stand. All in favour.</p>
991	<p>Declarations of Interest: Cllr. A Jukes and Cllr. Field – Declared an “Other Disclosable Interest” in the planning item - being related to the applicant - M/26/00527/HP Cherry Ash Bank Lane, Abberley. Minute 998</p> <p>Cllr. Eberlin – Declared a Disclosable Pecuniary Interest in Flooding on Suffolk Lane - Minute 996 – Cllr. Eberlin lives on Suffolk Lane.</p>
	<p>Democratic Period/ Public Time –</p> <ul style="list-style-type: none"> • Parking around the village (around the school) some parking is pavement parking Stockton Road/The Common is an issue also. Cllr. Tassell suggested this be Referred to Cllr. Justin Bowen • Speeding on the Clows Top Road. Cllr. Tassell reported that this area was being considered for speeding measures and said that the PC would keep a watch. She asked the Parishioner to report any incidents with photos if possible and report to the local police, Cllr. Justin Bowen WCC and email the clerk when evidence is captured.
992	<p>Adoption of the Minutes for 18th March 2026 Cllr. Field Proposed and Seconded by Cllr. Birchall that the Minutes of the 18th March 2026 were a true record, and all agreed to adopt the minutes of the meeting. The Chairman duly signed them as a true record.</p>
993	<p>Council’s Policy Documents. (A) To note Standing Orders, Financial Regulations, Risk Assessment, Asset Register, Councillors Code of Conduct, IT Policy and Publication Scheme Policy. All documents were circulated prior to the meeting. All policies were approved with no changes.</p>



	<p>(B) To note the Terms of Reference for the Finance Sub-Group. A copy of the Terms of Reference for the Finance Sub-Group was circulated. Councillors noted with no amendments.</p>																											
<p>994</p>	<p>1. Appointments to Sub-Groups.</p> <p>a. 2026/27 Planning Committee Cllr. Field (Chair of Planning), Cllr. Tassell, Cllr. Doyle, Cllr. Eberlin and Cllr Birchall. Cllr. Tassell Proposed and Cllr. Field Seconded that all appointments be agreed. All in favour.</p> <p>b. 2026/27 Finance Sub-Group Cllr. Tassell (Chair of Finance), Cllr. Crompton, Cllr. Field, Cllr. Eberlin and Cllr. Birchall. Cllr. Tassell Proposed and Cllr. Field Seconded that all appointments be agreed. All in favour</p> <p>c. Apostles Meadow Sub-Group Cllr. Cathie Eberlin (Lead), Cllr. Tassell, Cllr. Juckes, Cllr. Doyle. Cllr. Tassell Proposed and Cllr. Field Seconded that all appointments be agreed. All in favour.</p> <p>d. Lengthsman Co-ordinator –Cllr Ballard – Appointment deferred to July meeting.</p> <p>e. Police Co-ordinator. Deferred to July meeting.</p>																											
<p>995</p>	<p>Finance</p> <p>a) Bank Reconciliations as of 31st March 2026 and the 25th April 2026 were circulated and it was agreed that the accounts were reconciled for both reconciliations by Cllr. Tassell. Noted and checked as correct by Cllr. Tassell</p> <p>Appendix 1 – copy of the reconciliation at 25th April 2026 and Budget update report to 25th April 26. 31st March Bank Reconciliation is available on the PC website under year/end 2025/26 reports.</p> <p>b) A list of payments and receipts to 20th May 2026 was circulated prior to the meeting for approval. Cllr. Tassell Proposed and Cllr. Field Seconded that all payments be approved, and all receipts noted. All in favour.</p> <table border="1" data-bbox="360 1379 1182 1890"> <thead> <tr> <th colspan="3">Payments list 20th May 2026</th> </tr> </thead> <tbody> <tr> <td>Abberley WI Grant for coffee morning for the community</td> <td></td> <td>£ 100.00</td> </tr> <tr> <td>Abberley Village Hall hall hire March 25/26/088</td> <td></td> <td>£ 17.00</td> </tr> <tr> <td>Zurich Insurance 2026/27</td> <td></td> <td>£ 324.12</td> </tr> <tr> <td>Viking Direct (stationery shared y 5 councils (invoiced back to other 4 councils)</td> <td></td> <td>£ 81.94</td> </tr> <tr> <td>C Hirst - clerk Salary April 2026 - period 1 2026/27</td> <td></td> <td>£ 757.67</td> </tr> <tr> <td>HMRC - Period 1 2026/27 - Tax and Employer NIC</td> <td></td> <td>£ 268.68</td> </tr> <tr> <td>Worcestershire CALC</td> <td></td> <td>£ 651.73</td> </tr> <tr> <td>IN2OUT Lengthsman April</td> <td></td> <td>£ 221.00</td> </tr> </tbody> </table>	Payments list 20th May 2026			Abberley WI Grant for coffee morning for the community		£ 100.00	Abberley Village Hall hall hire March 25/26/088		£ 17.00	Zurich Insurance 2026/27		£ 324.12	Viking Direct (stationery shared y 5 councils (invoiced back to other 4 councils)		£ 81.94	C Hirst - clerk Salary April 2026 - period 1 2026/27		£ 757.67	HMRC - Period 1 2026/27 - Tax and Employer NIC		£ 268.68	Worcestershire CALC		£ 651.73	IN2OUT Lengthsman April		£ 221.00
Payments list 20th May 2026																												
Abberley WI Grant for coffee morning for the community		£ 100.00																										
Abberley Village Hall hall hire March 25/26/088		£ 17.00																										
Zurich Insurance 2026/27		£ 324.12																										
Viking Direct (stationery shared y 5 councils (invoiced back to other 4 councils)		£ 81.94																										
C Hirst - clerk Salary April 2026 - period 1 2026/27		£ 757.67																										
HMRC - Period 1 2026/27 - Tax and Employer NIC		£ 268.68																										
Worcestershire CALC		£ 651.73																										
IN2OUT Lengthsman April		£ 221.00																										



C Hirst Clerk Expenses between meetings (2 months and includes end of year mileage and audit mileage		£	185.40
C Hirst - clerk Salary May 2026 - period 2 2026/27		£	757.67
HMRC - Period 2 2026/27 - Tax and Employer NIC		£	268.68
Cascade Live cash management - annual fee		£	240.00
			£ 3,873.89
<u>RECEIPTS upto 20th May 26 not previously reported</u>			
WCC Lengthsman March		£	187.00
Stoke Bliss PC - Shared Stationery		£	13.66
Pensax PC - Shared Stationery		£	13.66
Little Witely PC - Shared Stationery		£	13.66
Hill and Moor PC - Shared Stationery		£	13.66
MHDC Precept 1		£	13,443.00
WCC Lengthsman April		£	221.00
			£ 13,905.64

c) Summary of Income and Expenditure Year to Date to 25th April 2026 – The report is contained as Appendix 2 alongside the Bank Reconciliation for 25th April.

d) To consider the Annual Accounts & Annual Governance and Accountability Return Part 3: from April 1st 2025 to 31st March 2026

(i) To Approve the Annual Audited Accounts from April 1st, 2025 to 31st, March 2026 as Audited by Internal Auditor Mrs Gill Lungley.
Cllr. Tassell Proposed and Cllr. Field Seconded that they be approved. All in favour.

(ii) Proposal to consider Section 1 Annual Governance Statements 2025/26.
Cllr. Tassell Proposed and Cllr. Field Seconded that these be approved. All in favour.

(iii) Proposal to consider Section 2 Annual Accounting Statements 2025/26. Accounts & Audit regulations 2015
Cllr. Tassell Proposed and Cllr. Field Seconded that these be approved. All in favour.

(iv) Consider Internal Auditor’s Report & Recommendations 2025/26. The Internal Audit report was discussed at the meeting and the Clerk confirmed that suggestion’s made by the Internal Auditor were now being incorporated into the minutes. A review of the asset register will be undertaken for format.



	<p>(v) To consider the period of dates for the Exercise of Public Rights 2025/26 for notice of Public Rights and publication of unaudited Annual Governance & Accountability Return for 2025/26. The Parish Council agreed that the Exercise of Public Rights 2025/26 for notice of Public Rights and publication of unaudited Annual Governance & Accountability Return for 2025/26 be set as Wednesday 3 June 2026 to Tuesday 14 July 2026.</p> <p>Cllr. Tassell Proposed and Cllr. Field Seconded that the dates be approved. All in favour.</p> <p>(vi) To note the CiL report for 2025/26, submit to MHDC and display on PC Website.</p> <p>(vii) To note that on 20th April notification of CiL receipt was received from MHDC for £164.06 for the Orchards site, Apostles, Abberley to be spent within 5 years of receipt. Noted.</p> <p>e) To consider options for tackling speeding in the parish (VAS equipment etc). Elan City quote of £4679.98 plus vat was the quote that was accepted. The cost of Posts and installation will be obtained from WCC. Cllr. Birchall Proposed and Cllr. Doyle Seconded that the quote from Elan City be accepted. All in favour.</p> <p>f) Urgent financial decisions taken since the last Parish Council meeting- None</p> <p>g) To consider a request for a donation towards the work of South Worcestershire Citizens Advice. The clerk reported that a grant form has been sent to them for completion. Deferred to July meeting.</p> <p>h) To consider grant request from Abberley & District Horticultural Society for £148. Cllr. Doyle Proposed and Cllr. Birchall Seconded that a grant for £148 be granted. All in favour.</p>
996	<p>Suffolk Lane Flooding- Reported to WCC and now cleared by WCC. Clows Top Road – Flooding. WCC Wayne Muggleton has been contacted and will be followed up. Drains blocked.</p>
997	<p>Initial discussions to prepare for a new Neighbourhood Development Plan Cllr. Birchall reported that the NDP Expression of Interest has been submitted.</p> <p>It was agreed to set up a steering group for the NDP which will be progressed for the next meeting.</p>
998	<p>Planning</p> <p>M/26/00523/HP Old Meadow, Stockton Road, Abberley- Front and side extensions to replace existing removed garages and conservatory- COMMENTS sent</p> <p>M/26/00158/FUL - Wind Ward, Reynolds Lane, Abberley- Agricultural bungalow for Mr. J. Dunn (Removal of condition 2 Ref. MR 231/67) Location: Wind War- REFUSED</p> <p>M/24/01296/FUL Staff Accommodation At Abberley Hall, Great Witley Road, Abberley- Refurbishment and alterations to existing buildings to provide staff</p>



	<p>housing and restoration work to walled garden. - (Removal of condition 7 ref 03/01579/FUL to allow units to be let on an unrestricted basis)- WITHDRAWN</p> <p>M/26/00527/HP Cherry Ash Bank Lane, Abberley-Single storey extension to rear, installation of solar panels and alterations to facing materials and fenestration-CONSULTATION to 4th June</p>
999	<p>Any urgent items not covered elsewhere on the agenda.</p> <p>None</p>
1000	<p>Councillors reports and items for future agendas.</p> <p>None</p>
1001	<p>Date of Next Meeting - 15th July 2026 at 7.30pm</p>

The Meeting closed at 8.15 pm

APPENDIX 1 – Copy of 25th April 26 reconciliation

Date	25/04/2026 RECONCILIATION		
TRANSACTIONS			
Balance brought forward	£	86,993.64	
Add total receipts to date		£265.06	
		£87,258.70	
Less total payments to date		£2,209.79	
Balance available			£85,048.91
BANK			
Total of bank balance	25-Apr-26	£31,255.67	Treasurers Account Deposit Account (allocated funds)
		£54,183.32	
		£266.68	Clerk Tax and employer NIC
		£121.40	Clerk expenses
Closing balance	£	85,048.91	Difference £0.00
Statement			
ALLOCATED FUNDS			
Events Budget	Left in budget		
Section 106 land purchase includes the 30% NN Spend Oct to Dec £1801.25 is 30% match funding NEW NN	£ 12,652.02		30% of natural network expenditure from this budget as match funding
Parishioner Donation towards Apostles Field	£ 100.00		
King's Coronation Fund £7136	£ 1,232.16		
Neighbourhood Plan	£ 189.00		
GRANT FUNDING for General S137	£9,399.50		
NEW Natural Network Fund SPEND £4964.03	£0.00	£4,964.03	GRANT TO COME IN FROM NN AND GO BACK INTO GENERAL RESERVES
Community Infrastructure Levy x 3 schemes	£47,269.69		
Total Allocated	£ 70,832.37		
TOTAL ALLOCATED FUNDS		(A)	£ 70,832.37
UNALLOCATED FUNDS		(B)	£14,216.54
TOTAL FUNDS AT THE BANK		(A + B)	£ 85,048.91

Chairman.....

Date 15th July 2026

Parish Website. <http://www.abberleyparish.org.uk>

Parish Clerk. Parish Office, 1a Church Walk, Stourport on Severn, Worcestershire. DY13 0AL

email clerk@abberleyparish.org.uk



Appendix 2

2026 27 Hill & Moor PC Budget Year to Date 24/4/26

	BUDGET 2026/27	Spend/income to date	% to date
INCOME			
Grass Cutting	£ 988.00	0.00	0.00%
Playing Field Hire	£ 800.00	0.00	0.00%
Grants & Donations includes VE grants of "50 from WDC	£ 885.00	0.00	0.00%
Events	£ -	0.00	-
Other Income	£ -	0.00	-
Precept	£ 20,328.00	0.00	0.00%
Bank Interest	£ 130.00	0.00	0.00%
Lengthsman Reimbursements	£ 2,460.00	0.00	0.00%
Section 106 playing field improvements	£ -	0.00	-
VAT on income		0.00	
TOTAL	£ 25,591.00	£ -	0.00%
EXPENDITURE, excluding VAT			
Staff Costs CLERK SALARY	£ 8,624.00	743.83	8.63%
Admin & Clerk Expenses	£ 1,000.00	173.75	17.38%
Newsletter	£ -	0.00	-
CALC/NALC Subs	£ 500.00	495.58	99.12%
Training	£ 300.00	0.00	0.00%
Regulatory	£ 1,200.00	0.00	0.00%
Grants & Donations -	£ -	0.00	-
Purchase Asset	£ 1,000.00	0.00	0.00%
Asset Maintenance	£ 1,250.00	0.00	0.00%
Grass Cutting	£ 1,307.00	196.01	15.00%
Open Spaces Maintenance	£ 1,000.00	0.00	0.00%
Street Light Power	£ 1,800.00	180.38	10.02%
Streetlight repairs	£ 1,300.00	0.00	0.00%
Lengthsman Costs	£ 2,460.00	0.00	0.00%
Handyman	£ 1,800.00	0.00	0.00%
Village Hall -	£ 550.00	0.00	0.00%
Playing Field	£ 1,000.00	72.04	7.20%
Other Expenditure	£ 500.00	113.66	22.73%
EARMARKED RESERVES			
CiL funding	£ 173.68	0.00	0.00%
Flood Alleviation	£ 10,000.00	0.00	0.00%
Section 106 playing field improvements	£ 2,011.00	0.00	0.00%
SWDP - Throckmorton Campaign	£ 400.00	0.00	0.00%
VAT on expenditure		168.56	-
TOTAL	£ 38,176	2,144	5.62%