



Clent Parish Council

Councillors are summoned to the Annual Meeting of the Parish Council at

7:00pm on Monday 19th May 2025

at Clent Parish Hall, Church Ave, Clent, Stourbridge DY9 9QT

Press and public are cordially invited to attend.

AGENDA

1. Apologies for absence

To receive apologies and to approve reasons for absence.

2. Election of Chairman and Vice Chairman

(a) Election of Chairman for the 2025/26 council year.

(b) Election of Vice Chairman for the 2025/26 council year.

3. Declarations of interest

With reference to items on the agenda members are reminded of their responsibility to declare interests (pecuniary and non-pecuniary) and to update their register of interests as required.

4. Dispensations

To consider any requests to the Clerk for dispensations from Members who have declared an interest but wish to stay in the meeting during that time to aid discussion/speak/vote.

5. Clent Youth Council

To receive an update from the Chair of the Youth Council.

6. Questions from the Public (15 minutes maximum)

Electors are invited to give their views and question the Parish Council on issues on this Agenda or raise issues for future consideration at the discretion of the Chairman. The exact duration of the public section is at the discretion of the Chairman.

7. Updates from District/County Councillors

To receive updates from the Bromsgrove District Councillors and Worcestershire County Councillor.

8. Minutes

To resolve to accept the minutes from the Parish Council meeting on the 14th April 2025 as true record of the proceedings.

9. Correspondence

To consider any correspondence received since the last meeting:

10. Policies and Procedures

To review and approve the following documents for the 2025/26 council year:

(a) Risk Schedule

(b) Asset Register

11. Internal Auditor's Report 2024/25

(a) To receive and approve the Internal Auditor's report on the 2024/25 accounts.

12. Annual Governance and Accountability Return (AGAR) 2024/25:

Annual Governance Statement

To consider and approve the 2024/25 Annual Governance Statement which is Section 1 on the AGAR and agree that the Chairman and Clerk sign the document and forward this to the external auditor in line with the Accounts and Audit Regulations for parish councils.

13. Annual Governance and Accountability Return (AGAR) 2024/25:

Accounting Statements

To consider and approve the 2024/25 Accounting Statements which is Section 2 on the AGAR and agree that the Chairman and RFO sign the document and forward this to the external auditor in line with the Accounts and Audit Regulations for parish councils.

14. Finance

(a) To consider and agree the payment of the following for May 2025:

(i) Clerk salary & expenses	£796.92
(ii) HMRC PAYE	£80.74
(iii) Mr Ed Sheppard Lengthsman	£TBC
(iv) Ed Sheppard Chairman's Allowance	£500.00
(v) N Farress Expenses (Land Reg search)	£59.75
(vi) Cllr Ed Sheppard Expenses (benches)	£963.00
(vii) CALC Annual Sub	£919.63
(viii) John Benner Internal Audit	£330.00
(ix) Paul Timmins phone box work	£245.00

(b) To consider and approve the budget monitoring report (circulated previously)

(c) To consider and approve the monthly bank reconciliation for April 2025 (circulated previously)

15. General maintenance & highway matters

(a) WMP Phone box on Adams Hill – progress update on installation of defib

(b) Nimmings Car Park and highway improvements to discourage late night ASB (Cllr May/NT) – progress update on stopping up order and new TRO.

(c) Repairs to bench outside church – progress update (Cllr Sheppard)

(d) Litter bin outside parish hall – quote from BDC (Cllr May)

(e) To discuss any other highway and/or parish maintenance matters and agree any action necessary.

16. Field Maintenance & Play Areas

(a) Trim Trail field – update re potential asset transfer (Cllr May)

(b) Pond footpath levelling/surfacing – update on new contractor to carry out work

(c) To discuss/consider any other field maintenance issues and agree any action necessary.

17. Planning

To consider any planning applications submitted to Bromsgrove DC and make any comments in support or objection as consultee.

18. Parish Magazine

To agree content for the next PC article in the Parish Magazine.

19. Councillors' reports and items for the next Agenda

To receive any items of information from Councillors and consider items for the next Agenda.

Issued: 14th May 2025

Nick Farress
Clerk & RFO

