

TO MEMBERS OF LITTLE COMBERTON PARISH COUNCIL

You are duly requested to attend the annual meeting of the Parish Council to be held on Wednesday 13 May 2026 in Little Comberton Village Hall, following the Annual Parish Meeting at 7.00pm

AGENDA

- 1. Apologies for absence:** To receive apologies
- 2. Declarations of Interest:**
 - a) Register of Interests: Councillors are reminded of the need to update their register of interests.
 - b) To declare any Disclosable Pecuniary Interests in items on the agenda and their nature.
 - c) To declare any Other Disclosable Interests in items on the agenda and their nature.
 - d) Written requests for the council to grant a dispensation (S33 of the Localism Act 2011) are to be with the clerk at least four clear days prior to a meeting.
Councillors who have declared a Disclosable Pecuniary Interest, or an Other Disclosable Interest which falls within the terms of paragraph 12(4) (b) of the code of conduct, must leave the room for the relevant items.
Failure to register or declare a Disclosable Pecuniary Interest may be a criminal offence.
- 3. Election of Chairman and signing of declaration of acceptance of office**
- 4. Election of Vice Chairman**
- 5. Parishioners' comments**
Meeting adjourned for Public Question Time.
- 7. Minutes:** To consider the approval of the minutes of meetings held on Wednesday 8th April 2026
- 8. Progress reports:** for information
 - a. Lengthsman
 - b. Highways
 - c. Footpaths/PRoW
 - d. Trees/Verges
 - e. Water testing
 - f. Data & Digital compliance
 - g. Airband
 - h. Sewers
- 9. To note model Calc standing orders and approved financial regulations** (attached)
- 10. To note the Code of Conduct** (attached)
- 11. To consider and appoint Councillor roles**
- 12. District and County Councillors' reports:** for information
- 13. Planning**
- 14. Finance**
 - a) Current Balances
 - b) To consider payments to be made as on the attached list
 - c) To approve and sign the Certificate of Exemption for the year ended 31 March 2026
 - d) Audited accounts & Annual Return: 31st March 2026 – Internal auditor report &
 - (i) Proposal to approve and sign Section 1: Annual governance statement (copy attached)
 - (ii) Proposal to approve and sign Section 2: Accounting statements (copy attached)
 - e) To approve the period of public rights to inspect the financial records of the Council
- 15. Correspondence for information:** To note the attached appendix of items
- 16. Date of next meeting:** To be agreed

Nicola Harding, Clerk to the Parish Council

Meeting Wednesday 13th May 2026
Detail Information as at 5th May 2026

Item 8, Progress reports	a. Lengthsman b. Highways c. Footpaths/PRoW d. Trees/Verges e. Water testing f. Data & Digital compliance: Council emails & Website transition/IT policy to be approved & adopted g. Airband h. Sewers																																																					
Item 9, Standing orders	To note model Calc standing orders and approved financial regulations (attached)																																																					
Item 10, Code of Conduct	To note the 2020 Code of Conduct adopted 2022 (attached)																																																					
Item 11, Cllr roles	To consider and appoint Councillor roles: Finance/lengthsman liaison/police liaison/notice board/PC email l& website/Worcs.CALC representative																																																					
Item 13, Planning	Land At OS 9643 4319 Little Comberton: Erection of four dwellings (Use Class 3) with associated access arrangements from Pershore Road, landscaping, drainage and associated infrastructure: <i>comments of objection submitted on 24 April 2026 – decision pending.</i> Land known as Porters Butts, opposite Great Comberton turning: Land for sale following refusal of application W/25/00495/GPDQ - prior approval for the proposed change of use of an Agricultural Buildings to 2 no. dwelling houses.																																																					
Item 14, Finance	<table><tr><td>a) Current Balances at 1st May 2026</td><td></td></tr><tr><td>Treasurer's Account:</td><td>£16,120.57</td></tr><tr><td>TOTAL</td><td>£16,120.57</td></tr><tr><td colspan="2">b) Payments to report since the April meeting:</td></tr><tr><td>Salary April 2026</td><td>£439.40</td></tr><tr><td>Salary May 2026</td><td>£439.40</td></tr><tr><td>Expenses: April & May 2026</td><td>£24.00</td></tr><tr><td>Lloyds service charges</td><td>£4.25</td></tr><tr><td>LCVHT: March 2026 hall hire</td><td>£26.00</td></tr><tr><td colspan="2">Payments to be made after the meeting:</td></tr><tr><td>Lengthsman: April work-plan</td><td>£190.00</td></tr><tr><td>Internal auditor: 2025/26 accounts</td><td>£120.00</td></tr><tr><td>Swarco: VAS repair</td><td>£471.22</td></tr><tr><td>Worcs CALC subs 26/27</td><td>£269.30</td></tr><tr><td>LCVHT: April 2026 hall hire</td><td>£13.00</td></tr><tr><td>Expenses: Printing</td><td>£21.09</td></tr><tr><td>TOTAL</td><td>£1,084.61</td></tr><tr><td colspan="2">Income received:</td></tr><tr><td>Precept (i) 2026/27</td><td>£4,100.00</td></tr><tr><td>Council Tax Support Grant (i) 2026/27</td><td>£162.00</td></tr><tr><td>TOTAL</td><td>£4,262.00</td></tr><tr><td colspan="2">c) To approve and sign the Certificate of Exemption for the year ended 31/3/2026</td></tr><tr><td colspan="2">d) Audited accounts & Annual Return: 31st March 2026 – internal audit report &</td></tr><tr><td colspan="2">(i) Proposal to approve and sign Section 1: Annual governance statement</td></tr><tr><td colspan="2">(ii) Proposal to approve and sign Section 2: Accounting statements</td></tr><tr><td colspan="2">e) To approve the period of public rights to inspect the financial records of the Council, to commence on 3/6/26-14/7/26</td></tr></table>		a) Current Balances at 1st May 2026		Treasurer's Account:	£16,120.57	TOTAL	£16,120.57	b) Payments to report since the April meeting:		Salary April 2026	£439.40	Salary May 2026	£439.40	Expenses: April & May 2026	£24.00	Lloyds service charges	£4.25	LCVHT: March 2026 hall hire	£26.00	Payments to be made after the meeting:		Lengthsman: April work-plan	£190.00	Internal auditor: 2025/26 accounts	£120.00	Swarco: VAS repair	£471.22	Worcs CALC subs 26/27	£269.30	LCVHT: April 2026 hall hire	£13.00	Expenses: Printing	£21.09	TOTAL	£1,084.61	Income received:		Precept (i) 2026/27	£4,100.00	Council Tax Support Grant (i) 2026/27	£162.00	TOTAL	£4,262.00	c) To approve and sign the Certificate of Exemption for the year ended 31/3/2026		d) Audited accounts & Annual Return: 31 st March 2026 – internal audit report &		(i) Proposal to approve and sign Section 1: Annual governance statement		(ii) Proposal to approve and sign Section 2: Accounting statements		e) To approve the period of public rights to inspect the financial records of the Council, to commence on 3/6/26-14/7/26	
a) Current Balances at 1st May 2026																																																						
Treasurer's Account:	£16,120.57																																																					
TOTAL	£16,120.57																																																					
b) Payments to report since the April meeting:																																																						
Salary April 2026	£439.40																																																					
Salary May 2026	£439.40																																																					
Expenses: April & May 2026	£24.00																																																					
Lloyds service charges	£4.25																																																					
LCVHT: March 2026 hall hire	£26.00																																																					
Payments to be made after the meeting:																																																						
Lengthsman: April work-plan	£190.00																																																					
Internal auditor: 2025/26 accounts	£120.00																																																					
Swarco: VAS repair	£471.22																																																					
Worcs CALC subs 26/27	£269.30																																																					
LCVHT: April 2026 hall hire	£13.00																																																					
Expenses: Printing	£21.09																																																					
TOTAL	£1,084.61																																																					
Income received:																																																						
Precept (i) 2026/27	£4,100.00																																																					
Council Tax Support Grant (i) 2026/27	£162.00																																																					
TOTAL	£4,262.00																																																					
c) To approve and sign the Certificate of Exemption for the year ended 31/3/2026																																																						
d) Audited accounts & Annual Return: 31 st March 2026 – internal audit report &																																																						
(i) Proposal to approve and sign Section 1: Annual governance statement																																																						
(ii) Proposal to approve and sign Section 2: Accounting statements																																																						
e) To approve the period of public rights to inspect the financial records of the Council, to commence on 3/6/26-14/7/26																																																						
Item 15, Correspondence: No new correspondence received at present																																																						
Item 16. Date of next meeting: Wednesday 10 th June - to be confirmed																																																						
Item 17, Councillors' reports and items for future agendas: To note any items for future consideration.																																																						

Nicola Harding, Clerk to the Parish Council