



**Clerk to the Council** David Hunter-Miller, 35 Benbow Close, Malvern Wells, WR14 4JJ  
**Email** clerk@lqhwrccs-parish.org.uk **Tel** 07513 122918 **Website** lqhwrccs-parish.org.uk

**Councillors are summoned to a meeting of Longdon, Queenhill and Holdfast Parish Council  
at 7:30PM on Monday 4<sup>th</sup> November 2024 at Longdon Village Hall, GL20 6AZ**

**Press and public are cordially invited to attend**

**Agenda 11/2024**

- 1. Chairman's welcome and announcements**
- 2. Apologies for absence:** To receive apologies and to approve reasons for absence
- 3. Declarations of personal and prejudicial interest**
  - 3.1. Register of Interests:** With reference to items on the agenda councillors are reminded of their responsibility to declare interests and to update their register of interests as required. *Failure to register or declare an interest may result in the commission of a criminal offence.*
  - 3.2. Disclosable Pecuniary Interests:** To declare any Disclosable Pecuniary Interests in items on the agenda and their nature. *Councillors with a Disclosable Pecuniary Interest must leave the room for the relevant items.*
  - 3.3. Other Interests:** To declare any Other Registerable Interests or Non-Registerable Interests in items on the agenda and their nature. *Councillors with an Other Registerable Interest or Non-Registerable Interest may need to leave the room for the relevant items.*
  - 3.4. Dispensations:** To consider any written dispensations from councillors who have declared an interest but wish to stay in the meeting during that time to aid discussion / speak / vote.
- 4. Open Session:** *The meeting will be adjourned for the open session*
  - 4.1. District Councillor:** To receive a brief report
  - 4.2. County Councillor:** To receive a brief report
  - 4.3. Parish Paths Wardens:** To receive a brief report
  - 4.4. Public participation:** At the discretion of the Chairman members of the public will be invited to speak and/or question the Parish Council on issues relating to this agenda or raise issues for future consideration.
- 5. To consider and adopt the minutes** from the Parish Council meeting on the 21<sup>st</sup> October 2024
- 6. Progress reports:** *To receive a brief update only*
  - 6.1.** Councillor vacancy
  - 6.2.** AppFest
  - 6.3.** Unoccupied property, Marsh Lane
  - 6.4.** Community Speedwatch
- 7. Correspondence**
  - 7.1.** Nil.
- 8. Planning**
  - 8.1.** To consider the following applications to be determined by Malvern Hills District Council:
    - 8.1.1.** Nil
- 9. Highways and Lengthsman Scheme**
  - 9.1.** To receive an update on the Lengthsman Scheme and to consider any items for the Lengthsman's work schedule
  - 9.2.** To receive an update on highway drainage matters and to consider actions
  - 9.3.** To receive an update on hedge flailing on the A438 at Long Green
- 10. Playing Field**
  - 10.1.** To receive an update on the refurbishment of the goal posts
- 11. Parish matters for discussion/decision**
  - 11.1.** To receive an update on the additional defibrillator for Buckbury and to consider next steps
  - 11.2.** To consider replacement of defibrillator pads and batteries (village hall)

## 12. Finance

- 12.1. To consider and approve the 2025/26 budget and precept
- 12.2. To consider and approve the budget expenditure
- 12.3. To consider and approve the bank reconciliation
- 12.4. To receive an update on bank signatory changes
- 12.5. To approve the following invoices for payment:
  - 12.5.1. David Hunter-Miller (Clerk's salary and expenses)
  - 12.5.2. HMRC (PAYE)
  - 12.5.3. Worcestershire County Council Pension Fund (Clerk's pension)
  - 12.5.4. Jeremy Moore (Lengthsman): £288.00
- 12.6. To note the following Direct Debit payments:
  - 12.6.1. 07/10/24 Google Cloud EMEA (email hosting): £18.60

- 13. Councillors' reports and items for the next agenda:** *To provide an opportunity for councillors to report minor matters of information not included elsewhere on the agenda and to raise items for future meetings. Councillors are respectfully reminded that this is not an opportunity for debate or decision making.*

## 14. Date of the next meeting

*A resolution will be passed to exclude members of the public due to the confidential nature of the following item.*

- 15. Clerk's employment:** To note the National Joint Council for Local Government Services (NJC) National Salary Award 2024-25.
- 16. Expenses:** To review the Clerk's working from home allowance.

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*Dated 30<sup>th</sup> October 2024*



David Hunter-Miller  
Clerk and RFO