

Berrow Parish Council

Minutes of the Annual Meeting of Berrow Parish Council held at Berrow & Pendock Village Hall on Monday 13th May 2026 at 7pm.

Present: Cllrs Ruth Coates, Dr Philip Thompson, Caroline Samsonoff, Dr Ian Macleod, Janice Kennedy, Andrew Raistrick, and Alison Faulkner.

In attendance: The Clerk.

There were no matters for discussion before the meeting so no adjournments for the discussion of views.

1. **Election of Chairman:** Cllr Ruth Coates was proposed by Cllr Thompson and seconded by Cllr Raistrick. There being no other nominations Cllr Ruth Coates took the chair and signed the Declaration of acceptance of office.
2. **Apologies:** District Cllr Jennie Watkins.
3. **Election of Vice-Chairman:** Cllr Philip Thompson was proposed by Cllr Faulkner and seconded by Cllr Kennedy. There being no other nominations Cllr Philip Thompson took the vice-chair.
4. **Declarations of interest:**
 - a. Register of interests: Councillors were reminded of the need to update their Register of interests annually and Clerk has sent this form to all Councillors to complete, sign and return to her to forward to Malvern Hills District Council as soon as possible.
5. **Minutes.** The minutes of the Annual Parish Council meeting held on 19th May 2025 were approved.
6. **Standing orders:** Reviewed and all happy they are current, Clerk to add review date to the bottom of the document.
7. **Code of conduct:** Reviewed and all happy they are current, Clerk to add review date to the bottom of the document.
8. **Financial regulations:** Clerk to update with relevant sections from the model regulations so that online banking is included and to send to Cllrs for review prior to September meeting. Clerk to get advice from Worcestershire CALC.
9. **Finance report:**
 - a. The Governance statement and financial statements for the year to 31st March 2026 were approved by the Council. Total annual gross income for 2024-25 £5468 and total annual gross expenditure for 2025/26 £6203. The accounts have been examined by our Independent Examiner and all in order.
 - b. The above statements were signed and the 'Public exercise of rights' will be posted on the notice board directly after the meeting.
 - c. Went through transactions since last meeting and those due see Appendix A. Bank balance currently £3227.51.

10. Correspondence for information:

The Council had given a donation of £350 to the upkeep of St Faith's Churchyard, Berrow and received a letter of thanks from Andrew Raimbridge Treasurer of Berrow with Pendock PCC. The voluntary team continues to do a fantastic job, Adrian Hope has been out to do a tree survey and the first phase of work has been completed and a stretch of wall has collapsed adding to what is an already chunky to do list. The grant from Berrow Parish Council makes all the difference to achieving the highest standard of maintain this beautiful and ancient space.

Letter received from Dame Harriet Baldwin DBE MP updating the council of the activities she has carried out over the year. Clerk to write to update contact details.

Planning application M/26/00686/FUL Cllr Faulkner to draft response concerns are traffic, parking, potential noise from bigger and private events.

11. Items for future agenda:

None.

Chair updated the members on what she had learnt re the Glynchbrook issue as she had been to the recent Pendock Parish Council Meeting where both Tom Wells, County Councillor and Phil Waring (one of the leaders of the United Against Glynchbrook group) had been present and had updated the meeting. Continue to monitor the situation.

12. Date of next meeting: 9th September 2026 at 7pm

Meeting ended 8.14pm