

TO MEMBERS OF UPTON SNODSBURY PARISH COUNCIL

You are duly required to attend the next meeting of the Parish Council to be held on
Tuesday 20th January 2026
in Upton Snodsbury Village Hall at 7.30pm

Parish Councillors: Paul Seymour (Chair), Alan Grainger AG (Vice-Chair), Debbie Waters DW, Mark Hobson (MH), Zoe Collins (ZC), Jeremy Britton (JB), Marc Lawton (ML.)

Clerk/RFO: Nicola Harding

AGENDA

- 26/1 Apologies for absence:** To receive apologies and to approve reasons for absence.
- 26/2 Declarations of Interest:**
- Register of Interests: Councillors are reminded of the need to update their register of interests.
 - To declare any Disclosable Pecuniary interests in items on the agenda and their nature.
 - To declare any Other Disclosable Interests in items on the agenda and their nature.
 - 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.
- 26/3 Parishioners' comments**
Meeting adjourned for Public Question Time.
- 26/4 Minutes:** To consider the approval of the minutes of meeting held on Tuesday 14th October 2025 (attached)
- 26/5 Progress reports:** for information
- PS – Grass-cutting
 - AG – Lengthsman/Footpaths
 - ML – VAS/Highways
 - DW/PS - Legacy Project
 - MH – Data & Digital compliance
- 26/6 Finance**
- Current Balances
 - To consider payments to be made as on the attached list
 - Bank reconciliation & Budget review (iii) December 2025
 - 2026/27 Budget request
 - Proposal to approve expenditure for data & digital compliance requirements April 2026
- 26/7 Planning**
- 26/8 Correspondence for information:** To note the attached appendix of items which have been circulated or will be available for inspection at the meeting.
- 26/9 Reports**
- District/County Cllr Councillor Linda Robinson
- 26/10 Councillors' reports and items for future agendas**
- 26/11 Date of next meeting:** Tuesday 10th March 2026

Nicola Harding

Clerk to the Parish Council

Meeting Tuesday 20th January 2026
Detail Information as at 13th January 2026

Item 26/5, Progress reports	<p>a. PS – Grass-cutting: Cutting areas & quote for 2026/27</p> <p>b. AG – Lengthsman/Footpaths</p> <p>c. ML – VAS/Highways</p> <p>d. DW/PS - Legacy Project Updates - flooring/guttering quotes & meeting with WDC</p> <p>e. JB - Village Hall</p> <p>f. MH/Clerk – PC website & email updates</p>																																																												
Item 26/6, Finance	<p>a) Current Balances at 13th January 2026</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">Business Account:</td> <td style="width: 20%;"></td> <td style="width: 20%; text-align: right;">£43,781.56</td> </tr> <tr> <td></td> <td style="text-align: center;">TOTAL</td> <td style="text-align: right;">£43,781.56</td> </tr> </table> <p>b) Payments to report since the October 2025 meeting:</p> <table style="width: 100%; border-collapse: collapse;"> <tr><td>Eldnar: Planning appeal report fee 50%</td><td style="text-align: right;">£990.00</td></tr> <tr><td>USVH: Wi-Fi contribution</td><td style="text-align: right;">£226.80</td></tr> <tr><td>Salary back-pay 2025 Nalc award</td><td style="text-align: right;">£75.81</td></tr> <tr><td>Expenses: Printing</td><td style="text-align: right;">£19.43</td></tr> <tr><td>Lengthsman: October 2025</td><td style="text-align: right;">£160.00</td></tr> <tr><td>Lloyds: Monthly service charge</td><td style="text-align: right;">£4.25</td></tr> <tr><td>USVH: October hall hire</td><td style="text-align: right;">£24.00</td></tr> <tr><td>Salary: November 2025</td><td style="text-align: right;">£366.17</td></tr> <tr><td>Expenses: November 2025</td><td style="text-align: right;">£12.00</td></tr> <tr><td>Eldnar: Planning appeal report fee 50%</td><td style="text-align: right;">£990.00</td></tr> <tr><td>Lengthsman: November 2025</td><td style="text-align: right;">£176.00</td></tr> <tr><td>Salary: December 2025</td><td style="text-align: right;">£366.17</td></tr> <tr><td>Expenses: December 2025</td><td style="text-align: right;">£12.00</td></tr> <tr><td>Lloyds: Monthly service charge</td><td style="text-align: right;">£4.25</td></tr> <tr><td>Salary: January 2026</td><td style="text-align: right;">£366.17</td></tr> <tr><td>Expenses: January 2026</td><td style="text-align: right;">£12.00</td></tr> <tr><td>Lengthsman: December 2026</td><td style="text-align: right;">£176.00</td></tr> <tr><td>Worcs Calc: Clerk finance training</td><td style="text-align: right;">£42.00</td></tr> <tr><td></td><td style="text-align: right;">TOTAL</td></tr> <tr><td></td><td style="text-align: right;">£4,023.05</td></tr> </table> <p>Income to report:</p> <table style="width: 100%; border-collapse: collapse;"> <tr><td>Planning appeal village funds</td><td style="text-align: right;">£1,551.87</td></tr> <tr><td>Parishioner planning appeal funds</td><td style="text-align: right;">£100.00</td></tr> <tr><td>WCC LM: October 2025</td><td style="text-align: right;">£160.00</td></tr> <tr><td>HMRC: VAT refund</td><td style="text-align: right;">£511.60</td></tr> <tr><td>WCC LM: November 2025</td><td style="text-align: right;">£176.00</td></tr> <tr><td></td><td style="text-align: right;">TOTAL</td></tr> <tr><td></td><td style="text-align: right;">£2,499.47</td></tr> </table> <p>c) Bank reconciliation & Budget review (iii) December 2025 (circulated)</p> <p>d) 2026/27 Budget request – draft budget headings circulated for consideration</p> <p>e) Proposal to approve expenditure for data & digital compliance requirements - April 2026</p> <p>f) Proposal to approve revised quotation for village hall smoke detector @ £468.00 inc VAT</p> <p>*Flooring & guttering quotes to be sourced/agreed for consideration</p>	Business Account:		£43,781.56		TOTAL	£43,781.56	Eldnar: Planning appeal report fee 50%	£990.00	USVH: Wi-Fi contribution	£226.80	Salary back-pay 2025 Nalc award	£75.81	Expenses: Printing	£19.43	Lengthsman: October 2025	£160.00	Lloyds: Monthly service charge	£4.25	USVH: October hall hire	£24.00	Salary: November 2025	£366.17	Expenses: November 2025	£12.00	Eldnar: Planning appeal report fee 50%	£990.00	Lengthsman: November 2025	£176.00	Salary: December 2025	£366.17	Expenses: December 2025	£12.00	Lloyds: Monthly service charge	£4.25	Salary: January 2026	£366.17	Expenses: January 2026	£12.00	Lengthsman: December 2026	£176.00	Worcs Calc: Clerk finance training	£42.00		TOTAL		£4,023.05	Planning appeal village funds	£1,551.87	Parishioner planning appeal funds	£100.00	WCC LM: October 2025	£160.00	HMRC: VAT refund	£511.60	WCC LM: November 2025	£176.00		TOTAL		£2,499.47
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Item 26/7, Planning	<p>W/23/02209/FUL: Land off Chapel Lane - Construction of 25 homes alongside provision of a new access road, SUDs and landscaping features – <i>a decision remains pending.</i></p> <p>W/24/02494/FUL: Land at (OS 9403 5345) Peopleton Lane Upton Snodsbury Alterations and surfacing of vehicular access and track with installation of gates (retrospective) – any further comments to be agreed for submission. A full assessment by WCC Highways authority was submitted in October 2025.</p> <p>W/24/01103/OUT: Land at (OS 9463 5414) Naunton Road: a planning appeal has been lodged with The Planning Inspectorate and representations have been submitted by a planning consultant on 5 November 2025. <i>Revised date of the appeal confirmed for 14 April 2026 at 10am.</i></p>																																																												

Item 26/8, Correspondence

SWDP	Consultation running from 6/1/26-17/2/26 on the main modifications to the Local Plan in the revised SWDP via the link: https://swdp-consult.objective.co.uk/kpse/event/D2696043-2BBF-4809-8CB1-E3F20235BF3C
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