PINVIN PARISH COUNCIL

Minutes of Annual General Meeting of Pinvin Parish Council, held at Pinvin Memorial Hall on Tuesday 12th May 2026 at 7.30pm

Present

Cllrs. O'Dell (Chair), D. Biddle, R. Coates, M. Massey, A. Isherwood, S. Boyden, K. Boyden, WCC D. Boatright- Greene and DCC L. Tucker.

L. Cope (Clerk) – No Members of the Public.

1. The meeting was chaired by the Outgoing Chair, pending item 3b.

2. Apologies- None

3. Elections of Chairman

a) Appoint Chair and signing of Declaration of Office as Chair. Cllr. K. Boyden Proposed Cllr O'Dell which was seconded by Cllr. M. Massey. Cllr. O'Dell agreed to take on the position. All in favour.

b) Appoint Vice-Chair. Cllr Biddle proposed Cllr Coates which was seconded by Cllr S. Boyden. All in favour.

4 Declarations of Interest:

a. Register of Interest. Councillors are reminded of the need to update their register of interests. **Noted.**
b. To declare any Disclosable Pecuniary Interests in items on the agenda and their nature. **None declared.**
c. To declare any Other Disclosable Interests in items on the agenda and their nature. **Cllr O'Dell declared an interest in item 8ii**
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. **None received.**

Public Time- No public attended the meeting

5 To note Standing Orders, Code of Conduct, Risk Assessment, Asset Register, Insurance Requirements, Financial Regulations and The Asset Register. Noted.

6 To approve a Scheme of Delegation to the following committees.

a) Staffing Committee: Minimum of 3 Councillors required, 2 of which be the Chair and Vice Chair. - All Councillors eligible. Proposed by Cllr. Coates Seconded Cllr. O'Dell that 3 councillors which would include the Chair and Vice Chair be appointed. All in favour.

b) Allotment Committee: Minimum of 3 Councillors- All Councillors eligible. Proposed Cllr. Coates Seconded by Cllr. Biddle, All in favour.

c) Finance Committee: Minimum of 3 Councillors (any three) and Clerk- Proposed by Cllr. Coates Seconded by Cllr Boyden, All in favour.

7 To appoint an individual Councillor to the following roles:

a) Lengthsman Liaison role.

It was proposed by Cllr. Massey and Seconded by Cllr. O'Dell that Cllr S. Boyden remain the Lengthsman Liaison. All in favour.

b) Grass cutting liaison

c) It was proposed by Cllr. Massey and Seconded by Cllr. O'Dell that Cllr S. Boyden remain the grass cutting Liaison. All in favour.

8 To approve the Minutes of the meeting held on Tuesday 13th May 2025 and the Ordinary Meeting held on Tuesday 21st April 2026

Proposed Cllr. K Boyden Seconded Cllr. Biddle. All in favour that the Minutes of the meetings should be approved as a true record.

9. Finance

i. To approve Parish Council insurance provision- deferred as renewal not yet due

ii. To approve the list of payments for the period 21st April to 10th May 2026:

PAYMENTS at 12th May		
Waterplus	£	71.20
Clear Councils Insurance	£	882.67
Countrywide mowing	£	618.58
Lisa Cope (Clerk salary)	£	494.44
HMRC Clerk tax	£	123.80
Lisa Cope (Clerk expenses)	£	29.70
Worcs CALC subscription	£	717.80
Valda Energy	£	150.37
T O'Dell (petrol strimmer)	£	7.90

b) To consider the Annual Accounts & Annual Governance and Accountability Return- as these were not returned from the internal auditor yet it was proposed to defer this item until the June 2026 meeting

10 Projects

- **Community Orchard- Cllr. O'Dell update.**
  All is doing well and the Orchard is being looked after.

- **Pinvin Art & Craft Group- Cllr. O'Dell update**
  First summer meeting has taken place back in the Memorial Hall, there has been an increase in the price per session.

- **Allotments**
  Cllr Coates requires a list of who has paid this year from the Clerk- Clerk to action
  One enquirer awaiting an allotment if free.

11 Lengthsman

Cllr S. Boyden advised the lengthsman not to enter works in the 40mph zone as yet but to concentrate on the 30mph zone works outstanding.

12 Playing Fields

As the Memorial Hall works are complete with changing room facilities now the Memorial Hall committee would like to start opening bookings for the hall and playing fields as a package and manage the football clubs using the pitches rather than the Parish Council. They would then reimburse the Parish Council for the use of the field annually or bi-annually. Cllr O'Dell proposed this and it was seconded by Cllr Coates.

The Memorial Hall committee to finalise the payments and dates to the Parish Council.

13 Pinvin Memorial Hall

The PWLB Loan outcome is still outstanding, but a decision is due imminently for the £20k loan.

There is a couple of actions from the fire inspection report conducted at the Memorial Hall last week.

Building regs due to be signed off very shortly.

Ongoing snagging book set up in the Hall for outstanding issues.

All regular hirers are back using the Hall and a charity football match takes place this Saturday.

The open day for parishioners to come and look around last weekend was successful.

14 Planning

No new planning applications.

The following road names were agreed by all councillors to be submitted to Wychavon for the 180 homes development, Clerk to action:

Ballard Road (this name has been agreed with living relations, I think it could be used for the main road that comes off Upton Snodsbury Road and runs through the development)
Collins Walk
Glover Drive
Lawley Close
Barnes Way
Perks Meadow (this has been agreed with living relations)
Giles Close

15 Reports District & County Councillors

Covered in Annual Parish Meeting minutes

16 Correspondence

A parishioner has enquired about an additional bin opposite Gosney Fields, due to limited funds in the budget it was agreed to wait and see if one can be provided by the developer of Orchard Farm first.

It was agreed for Cllr Isherwood to set up a Parish Council Facebook page with Cllr S. Boyden and the Clerk as administrators too on the account.

17 Date of next meeting

The next ordinary meeting of the Parish Council Meeting will take place on Tuesday 9th June 2026 at 7.30pm.

Signed …… **Date……**

(Chair)