

CASTLEMORTON PARISH COUNCIL
Draft Minutes of a Meeting of Castlemorton Parish Council held on
Thursday 8 January 2026 at 7.00 pm in Castlemorton Parish Hall

Present: Cllrs: Mike Wilkinson, Hilary Flanders, Dawn Fisher, Yvonne Milne, Nigel Baker and Rebecca Rollinson.

In Attendance: Mrs C. Leake (Clerk) DCllr and John Gallagher.

Members of the Public: 3 (None of whom were Castlemorton residents.)

Public Comments: The chairman acknowledged councillors' attendance at the meeting and thanked them for braving the difficult winter weather. Councillors agreed to continue with the meeting but to close it early in view of the conditions.

One member of the public (Mr Fowler an MHT board member attending as a member of public) presented a copy of the 1968 Agreement between WCC and Malvern Hills Conservators and wished us to be aware that Castlemorton Parish Council did not have the power to appoint a Malvern Hills Trustee.

01/26 Apologies: Received from PCllr Bowker & DCllr Wild.

02/26 Declarations of interests

1. *Register of Interests*
2. *To declare any Disclosable Pecuniary Interests (DPI) and/or Other Disclosable Interests (ODI) in items on the agenda and their nature.* None
3. *To consider written requests from councillors for the council to grant a dispensation (S33 of the Localism Act 2011).* None

03/26 Minutes of the Previous Meeting

It was **RESOLVED** that the draft minutes of the meeting of **8 November 2025** were a true record of the meeting and were signed.

04/26 Matters Arising

None

05/26 Malvern Hills Trustee

The Chair noted that we are aware of the agreement referred to by Mr Fowler and that it is quite correct that we do not appoint a Board Member but offer a nomination from the Parish Council to WCC. Historically this dates to the time when Castlemorton Common was transferred from Parish Council control to the Malvern Hills Trust. The agreement refers to three Parishes Newland, Powick and Castlemorton and the WCC nominated board members are referred to as WCC Parish – Castlemorton on the MHT website

Chair made councillors aware that we had been contacted by the Leader of WCC a mere 5 hours before this meeting was due to start asking us to send the details of those interested in the role so that WCC can decide. We are unclear why this request had been made and whether WCC should change the way in which we have historically participated in the process. In any case we could not pass on personal details of the persons who have submitted expressions of interest to Castlemorton Parish Council. Past practice has always been that the Parish has offered its nomination to WCC to fill this role. It seems implicit that this is the intent of the agreement and it is how it has been operated we think for 50 years. Councillors were of the view that we should maintain our position as being the Council best placed to put forward a Castlemorton Board Member until it was proved otherwise.

We discussed two options – deferring a decision pending further information or completing our part of the process subject to WCC confirmation that the continues as it has previously. Councillors agreed that we should proceed with the second option given that three members of our community had put their names forward.

Councillors were reminded that the three expressions of interest had been circulated to members for their perusal and that they had simply to vote on their preferred option and must not discuss any personal information provided in the public meeting. All three candidates were considered in the voting process and Mr David Edwards was identified as Castlemorton Parish Council’s nomination.

We will advise the three persons concerned of the outcome of the meeting while noting that there may be some question about whether WCC will accept our recommendation.

Members of the public left the meeting.

It was agreed that we should write to WCC Legal Services, the Leader of WCC and other interested parties in response to the unexpected intervention from Councillor Jo Monk as Leader.

06/26 District Councillors Reports

DCllr Gallagher offered an update on the Local Government Review and the forthcoming commencement of the major project work at the Malvern Theatre. He suggested that he might be able to offer financial support for the defibrillator from his ward funding and this would be explored.

07/26 Parish Council Vacancies & Members’ Roles.

- With no nominations, Cllr Baker offered himself for nomination as vice chair and this was supported by councillors present.
- There also remain **2 vacancies on the Parish Council** and a vacancy on the **4C’s**.

08/26 Finance Report

a) Finance Report:

Community Account	£	£	
Balance: 6 November 2025		2305.34	
Add Income	1110.00		Parish Hall Trust Contributions to markings & stone.
Total		1110.00	
Less Expenditure pre and at meeting	8.50 83.52 830.00 300.00		Bank Charge Nov Dec Wel Medical. Defib pads. Clerk 3 rd Qtr NEW Parish On line 1 st Sub 2026
		1222.02	
Balance at close of meeting 6 November 2025		2193.32	
Savings Account			
Transfer from Community A/C Interest to date	5000.00 7.32		
Balance as at 6 Nov		5007.32	

Appointment of internal auditor: Agreed to appoint Mrs Anne Cotterell.

Budget and Precept Financial Year 2025/2026

A draft budget previously circulated was discussed and discussion included;

- Initial requirement to ensure budget covers anticipated expenditure (£6,589) for the year.
- Include review of Clerk salary.
- Consideration for computer equipment replacement and future defibrillator maintenance - Out of reserves but mindful of future replenishment and the latter maybe from parish support.
- New Website subscription fees have commenced earlier than expected.
- Parish Hall maintenance at present covered by the Parish Hall Trust.
- Extra considerations: Include a sum into the budget for Section 137 grants and contingency?
- Historically very low precept increases.

Proposed and agreed to accept proposed budget and seek an increase in precept of 15% to a total for 2025/26 of £6350.

09/26 Highways & Lengthsman

Cllr Rollinson continues to liaise with the lengthsman on permitted tasks in the parish.

10/26 Footpaths

Post Meeting Report: Cllr Flanders has followed up proposed repair activity on the Tump footbridge which has presently been curtailed by lack of funding and man power resources.

11/26 Planning

Report of planning applications **received/decided** since last meeting was noted

M/25/01995/HP	Morton Rough Morton Green Welland Malvern WR13 6LR	Construction of single storey extension and associated demolition of conservatory, conversion of existing garage into guest accommodation	Pending Decision
M/25/02038/HP	Hollybed House Farm Hollybed Street Castlemorton Malvern WR13 6DB	Demolition of previous extensions and construction of new single and two storey extensions	Pending Decision
M/25/01994/FUL	Hollybush Village Hall Hollybush	Change of use of church hall to a single dwellinghouse and associated conversion works.	Pending Decision
M/25/01885/FUL	Gunnells Druggers End Castlemorton Malvern WR13 6JD	Use of land as a caravan site for the siting of two caravans for holiday let purposes and associated works	Pending Decision
M/25/01813/HP	Ambleside Castlemorton Malvern WR13 6DA	Proposed Single Storey Rear Garden Room	Approved
M/25/01589/HP	Hunt's Bridge Castlemorton Malvern WR13 6DA	Extension to upper floor at rear, and single-storey extension to side.	Application Approved
M/25/00121/FUL	The Turbles Druggers End Castlemorton Malvern WR13 6JD	Creation of a Live/Work Unit NB. This live/work unit (Use Class Sui Generis, not liable for CIL) includes a holiday let (these are liable for CIL).	Application Refused Appeal lodged.
<u>M/24/00613/FUL & M/24/01141/LB</u>	Barn At (Os 7908 3752) Church Road Castlemorton	Conversion of a barn to a Class C3 dwelling house.	Pending Decision
M/23/01787/CLE	Caravan At Upper Orchard Cottage Hollybed Street Castlemorton		Appeal Upheld

M/25/01994/FUL: Agreed to support

M/25/02038/HP: Agreed no objection

M/25/01995/HP: Agreed no objection

M/25/02015/TC The parish council is aware of the planning application for the telecommunications mast submitted in the neighbouring Birtsmorton Parish. As the mast potentially benefits a part of the parish it was agreed to submit a supporting comment. To be finalised via email.

12/26 Castlemorton Environmental Group

Report and future activity by email

13/26 Parish Hall Trust

No report

14/26 Potential Plans for Village Survey

Cllr Rollinson has kindly prepared a further draft for councillors to consider.

15/26. Website /Email Changes

The new Parish Online (Local Authority Technology CIC) website for Castlemorton is live, having been ported from WCC, but requires tweaking for public use:

Website: <https://castlemortonparishcouncil.gov.uk/>

Email: clerk@castlemortonparishcouncil.gov.uk – not active yet by clerk

Aim to have up dated for the next What's On.

16/26 Correspondence

Particular mention (sent by email previously & following meeting) of:

- CALC/NALC Updates including courses & training for councillors.
- CALC AGM: draft minutes from 13th November 2025
- 4C's draft minutes from 26 November
- What's On Feb/March Contributions and delivery updates please.
- Severn Arts Funding
- Severn Trent Newsletter
- MHDC Meeting Recording with Police & Crime Commissioner Deputy
- CALC Meeting 15 January.

17/26 Next Parish Council Meeting(s)

RESOLVED that the next meeting will be Thursday 5 March 2026

Subsequent Meetings: Thursdays 21 May (Annuals)

Meeting concluded at 8.00pm

Signed

Date.....