

CASTLEMORTON PARISH COUNCIL
Draft Minutes of the Annual Meeting of Castlemorton Parish Council held on
Thursday 21 May 2026 in Castlemorton Parish Hall following Annual Parish Meeting

Present: Cllrs: Mike Wilkinson, Hilary Flanders, Dawn Fisher, Yvonne Milne, Dan Bowker.

Cllr Rollinson arrived about 8pm.

In Attendance:

Mrs C. Leake (Clerk) and Mr Nick Andrews

Members of the Public:

Public Comments: None

38/25 Election of Chairman

It was **RESOLVED** unanimously with one nomination that PCllr. Mike Wilkinson be elected chairman and declaration of office signed.

39/25 Election of Vice Chairman

It was **RESOLVED** unanimously with one nomination that Cllr. N Baker be elected vice Chairman

40/26 Apologies: Received from PCllr Baker, DCllr Wild & CCllr Wells.

41/26 Declarations of interests

1. ***Register of Interests*** (Note future redaction of Cllr address on published register.)
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

42/26 Minutes of the Previous Meeting

It was **RESOLVED** that the draft minutes of the meeting of **5 March 26** were a true record of the meeting and were signed.

43/26 Matters Arising

Minute 21/26 & 05/26 Malvern Hills Trust. Chairman updated councillors. Still no substantive reply to date from WCC to complete the nomination process despite frequent requests nor a response to the formal complaint to WCC monitoring officer.

The parish council is in receipt of a freedom of issue request re the 'nomination of a trustee for MHT by Castlemorton PC'. A response will be prepared.

44/26 Parish Council Vacancies.

Mr Nicholas Andrews had completed an application form for co-option consideration. Following introductions and completion of nomination process, all supported this application and the declaration of office was duly signed and Cllr Andrews welcomed to participate in the meeting. One further vacancy remains.

45/26 Councillor Responsibilities

Councillor areas of responsibility were confirmed as:

Mike Wilkinson: PC Chairman/CEG/4Cs
Nigel Baker: Vice-Chairman/Planning/PHT
Rebecca Rollinson: Highways & Lengthsman

Hilary Flanders: Footpaths/CEG
Dawn Fisher: CEG
Dan Bowker: What's On Production

46/26 Finance Report

Annual Governance and Accountability Return (AGAR)

- a) **Approval of the Accounts 2025/6 completing AGAR Part 2.**
- i) **The Certificate of Exemption approved & signed by chairman and RFO** and will be submitted to auditor PKF Littlejohn.
- ii) **Internal Audit completed.** Thanks to Mrs Cotterell for her support in this matter.
- iii) **Section 1 - Annual Governance Statement 2025/26** was read out to members of the council. It was **RESOLVED** that this be **approved and signed by the Chairman.** (Particular attention to the new assertion 10 re IT and data management).
- iv) **Section 2 - Accounting statement.** It was **RESOLVED** that the Accounts presented by the RFO for the Financial year **2025/26 be approved and signed by the chairman and RFO**

b) Up to date Finance Report:

Community Account	£	£	
Balance: 5 March 2026		1056.35	
Add Income	3175.00 165.00		MHDC ½ year Precept. Lengthsman
Sub Total		3340.00	
Less Expenditure pre and at meeting	12.75 1624.64 519.58		Bank Charge March/April/May Insurance – Clear Councils WCALC Sub
Sub Total		2156.97	
Balance at close of meeting 21 May 2026		2239.38	
Savings Account			
Balance: 5 March 2026	5012.13		
Interest to date	6.25		April/May
Balance: 21 May 2026		5018.38	

Lloyds Bank Authorisers: The availability of a third bank authoriser is advised in the absence of either Cllr Wilkinson or Flanders. Cllr Rollinson agreed to this responsibility.

47/26 Highways & Lengthsman

- Lengthsman agreement to be signed for 2026/27.
- The South Worcestershire Development Plan Review (SWDPR) was officially adopted by Malvern Hills District, Worcester City and Wychavon district councils in March 2026. Under the Plan, more than 25,000 new homes need to be delivered by 2041 with 6,175 already built.
- In the plan it is noted that Castlemorton has been updated from Open Countryside to a Category 4 village.

48/26 Speeding and Signage on the B4208

Ref Minute 22/26 Chairman reported on the initial meeting of representatives from CCA, Parish Councils, and WCC to consider the way forward as regards speeding and signage on the B4208 from Welland to Rye Cross. Whilst awaiting further supporting notes from CCA he noted in discussions, achieving 50mph across the Common looks possible and is within the power of WCC/MHT/Malvern Hills National Landscape to agree and implement. Getting 40mph between Rye Cross and Welland looks more challenging and would require substantial funding with the legal administration potentially involved. Parishioner comments submitted re Feathers Pitch and Golden Valley areas reinforce the concerns about these corners and the danger to vehicles particularly accessing properties in the Feathers Pitch road section. CCA already underway with the production of new livestock signage to be fitted to posts in situ to raise driver awareness particularly with the road being so busy as a diversion route for the A449 Chairman has prepared further evidence for case to submit to next meeting June 11 to include attendance from Birtsmorton Parish Council.

49/26 Planning

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

M/26/00645/FUL	Maple Grove Druggers End Castlemorton Malvern WR13 6JD	Change of use and conversion of existing workshop building to self-catering holiday-let visitor accommodation with associated access, parking, landscaping and external works.	Pending Decision
M/26/00609/HP	Hollybed House Farm Hollybed Street Castlemorton Malvern WR13 6DB	Demolition of previous extensions and construction of new single storey and two storey extensions.	Pending Decision
M/26/00120/FUL	Land At (Os 8172 3904) Lockeridge Lane Upton Upon Severn	Use of land as a caravan site for the stationing of 10 log cabins for holiday let use and associated works	Pending Decision
M/26/00498/LB	Dees Cottage Castlemorton Malvern WR13 6BN	Increase the height of the chimney brickwork and addition of chimney pot	Pending Decision
M/26/00505/AGR	Land At (Os 8133 3752) Castlemorton	Erection of steel portal frame agricultural building	Approved
M/26/00434/HP	Hoo Cottage Eight Oaks Castlemorton Malvern WR13 6BU	Replacement timber clad outbuildings for home working	Pending Decision
M/26/00488/CCO	Morton Rough Morton Green Welland Malvern WR13 6LR	Discharge of Condition 4 (Cladding Details) of planning permission M/25/01995/HP	Approved
M/26/00400/HP	Orchard Cottage Morton Green Welland Malvern WR13 6LR	Erection of single storey rear conservatory extension	Approved
M/26/00058/HP	Hailes Pitt Farm Druggers End Castlemorton Malvern WR13 6JD	Demolition of existing side 'lean-to' structure and part of the chimney. Construction of ground floor extension.	Approved
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	Approved
M/25/00121/FUL	The Turbles Druggers End Castlemorton WR13 6JD	Live/Work Unit	Refused – Appeal Dismissed

Forest Of Dean Local Plan: The Parish Council agreed a submission and has responded to the Glynchbrook/FoD proposal for the FOD development plan.

Planning Application comments: Councillors request a meeting with a senior member of the MHDC planning department with a purpose in understanding the expectation in responding to planning applications as a (statutory) consultee. Yet to be actioned

50/26 Parish Hall Trust

Ref minute 23/24 Confirmed that the updated agreement between the Parish Council and the Charity is renewed automatically for a further 12 months

51/26 Village Survey

Encouraged to learn 31 Responses have been received and these will be collated by Cllr Rollinson..

52/26 Update of Freedom Of Information Publication Policy

Councillors agreed to adopt the updated and reviewed as necessary Parish Council Freedom Of Information :Publication policy

53/26 Correspondence

Particular mention of emails:

- CALC Updates
- Annual Letter from MP Dame Harriet Baldwin
- Financial Request from Malvern CAB - for next meeting
- Report from 4C's meeting
- Emergency Briefing (public information) Film in conjunction with local environmental groups to be shown at Welland 1st July. To book: www.nebriefing.org
- Police Crime Commissioner launched a consultation to seek the views of Herefordshire, Shropshire, Telford & Wrekin, and Worcestershire residents regarding Government proposals to merge police forces across England and Wales. The Government announced that an independent review into these proposals would be carried out, which could see the existing structure of 43 police forces reduce to 12. This would be the biggest change to policing in more than six decades. Consultation until June 15
<https://survey.alchemer.eu/s3/91056156/Police-force-mergers-2026>
- Next CALC meeting 18 June 2026 at 7pm
- Digital Switchover. How many residents still to be switched before January 2027 and any concerns? Report in forthcoming What's On

54/26. Website /Email Changes

The new Parish Online (Local Authority Technology CIC) website for Castlemorton is live

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

Email: clerk@castlemortonparishcouncil.gov.uk

55/26 Next Parish Council Meeting(s)

RESOLVED that the next meeting will be Thursday 16 July 2026

Subsequent Meetings: Thursdays: 10 September, 12 November, 7 January 2027, 11 March and 20 May (Annuals/Election Year)

Meeting concluded at 9.05pm

Signed

Date.....