



Minutes of Kemerton Parish Council Meeting held at the Victoria Hall on Monday 12<sup>th</sup> January 2026

**Those Present:**

Cllr Lisa Croft (Chairman)  
Cllr Clive Carver (Vice Chairman)  
Cllr Christina Kulukundis  
Cllr Emma Edwards  
Cllr Oliver Alexander  
Cllr Adrian Darby

**Parish Clerk** Carol Chambers  
**Parishioner** David Bulley

1. **Apologies for Absence.** none
2. **Declaration of Interests.** none
3. **Minutes of the Previous Meeting-**The Clerk had circulated with the agenda the draft minutes of the meeting held on the 3<sup>rd</sup> November 2025. It was moved, seconded and **RESOLVED** the minutes of the 3<sup>rd</sup> November 2025 be adopted as a true record.
4. **Clerks Update**
  - a) **Village Footpath Signage:** It was discussed that the Council would purchase new footpath signage to replace those that needed to be replaced, to be co-ordinated with the Footpath Warden, Tim Ashley and the Lengthsman David Gray. It was moved, seconded and **RESOLVED** to source quotes for the signage.
  - b) **Community infrastructure Levy (CIL) Grant**

It was discussed that the CIL Grant receipt of £7,738.75 would be used to: Repaint Phone Box, Replace Public Footpath Signage and purchase a New Vehicle Activation Sign.  
Following discussion, it was moved, seconded and **RESOLVED** that the CIL receipt be used to: Repaint The Phone Box, Replace Public Footpath Signage and Purchase a New VAS sign.
  - c) **W/24/0234/CCO Applegarth:** The Clerk reported that the Council had written to the various partners involved in planning application W/24/0234/CC, and to Carl Brace BSc (Hons), MA, MRTPI- Development Manager – WDC, with regards to their decision that Condition 5 of the Construction Environmental Management Plan (CEMP) had now been discharged. It was moved, seconded and **RESOLVED** that the Chairman write to Carl Bruce for clarity on the discharge of Condition 5.

- d) **Manhole Outside Village Hall:** Following a report of the manhole outside the village hall which had lifted and not laying flat, the Clerk reported the issue to WCC Highways, they confirmed that they had visited the site and confirmed the manhole belonged to Severn Trent Water and was their responsibility, WCC Highways have reported the issue to them.
- e) **Back Lane Traffic Sign:** Following a report from a parishioner which highlighted the need for a new speed sign was needed in Back Lane. The Clerk reported this issue to WCC Highways who have confirmed they had visited the site and have agreed to rectify the problem.
- f) **Conservation Area Review:** It was moved, seconded and **RESOLVED** that the Council write to Vic Allison at WDC to express the Councils disappointment on the delay of formalising the Conservation Area Review.
- g) **SWDP Update:** It was moved, seconded and **RESOLVED** that Cllr Darby respond to the SWDP Modifications consultation.

## 5. Financial Report - *original papers were available at the meeting*

### a) Receipts November 2025 over £100.00

Transaction Date	Transaction Type	Transaction Description	Amount
18/11/2025	BGC	WORCESTERSHIRE CC Lengthsman	208.00
04/11/2025	BGC	WORCESTERSHIRE CC Lengthsman	200.00

### Payments November 2025 over £100.00.

Transaction Date	Transaction Type	Transaction Description	Amount
24/11/2025	SO	DAVID GRAY	243.00
24/11/2025	SO	MRS CAROL CHAMBER	333.70
05/11/2025	FPO	ADMINISTRATION	100.00
05/11/2025	FPO	MRS CAROL CHAMBER	117.88
05/11/2025	TFR	KEMERTON PARISH COUNCIL - CIL	7,049.11

### Receipts December 2025 over £100.00

Transaction Date	Transaction Type	Transaction Description	Amount
16/12/2025	BGC	WORCESTERSHIRE CC Lengthsman	208.00

### Payments December 2025 over £100.00

Transaction Date	Transaction Type	Transaction Description	Amount
24/12/2025	SO	DAVID GRAY	243.00
24/12/2025	SO	MRS CAROL CHAMBER	383.50
10/12/2025	FPO	WYCHAVON DISTRICT Rubbish Bins	233.69

b) **Bank Reconciliation November & December 2025.**

**Bank Reconciliation as at 31<sup>st</sup> December 2025. Original papers were available at the meeting**

**Treasurers Account as at 31<sup>st</sup> December 2025 as per Bank Statement £8,419.03**

**Savings Account as at 31<sup>st</sup> December 2025 as per Bank Statement £12,650.68**

c) **Budget to date. Budget Review to date update to 31<sup>st</sup> November 2025**

<b>Budget 2025-2026 (current year)</b>		<b>Actual to Date</b>
Receipts	15,552	23,503
Payments	15,844	16,950

d) **Auditor Engagement Form:** The Clerk had circulated with the agenda Ruth Mullett's Auditor letter of engagement and agreement terms for 2025-2026 accounts. It was moved, seconded and **RESOLVED** that Ruth Mullett be engaged as kemerton Parish Councils Internal Auditor for 2025-2026 accounts. The agreement terms were signed by the Chairman and Clerk.

6. **Budget 2026-2027:** The Clerk had circulated with the agenda 2 draft budgets, **Draft A & Draft B** with explanatory notes which explained the difference between Draft A and Draft B. Following discussion, it was moved, seconded and **RESOLVED** that option B be approved. The Precept for 2026-2027 would be £11,479 + £292 WDC Grant. **Budget Option B** equates to 7.00% Which would give the Council an additional £749.00 in year 2026-2027, (additional £1.15 per household on the current year) which allowed for the additional expenditure for hosting the website and increase in NJC salary Scale .

7. **Date of Next Meeting - next meeting to be held on 2<sup>nd</sup> March 2026.**

**CORRESPONDENCE**  
clerk@kemertonparishcouncil.gov.uk  
24 Old Meadows,  
Whittington  
Worcester, WR5 1TF

**CHAIRMAN**  
Lisa Croft  
Lisa.croft@kemertonparishcouncil.gov.uk

**VICE-CHAIRMAN**  
Clive Carver  
Email:  
clive.carver@kemertonparishcouncil.gov.uk

**WEBSITE**  
www.kemertonparishcouncil.gov.uk