

LEIGH AND BRANSFORD PARISH COUNCIL

www.leighandbransfordparishcouncil.gov.uk

Clerk: A Briggs
Cider Mill Lodge
Malvern, WR14 1PW

(07941 177575)
clerk@leighandbransfordparishcouncil.gov.uk

20th May 2026

Dear Councillor,

You are duly summoned to attend the Annual Meeting of Leigh & Bransford Parish Council at **7.00pm** on **Tuesday 26th May 2026 at Leigh & Bransford Memorial Hall.**

AGENDA

1. Election of Chair for 2026/27 and signing of Acceptance of Office.
2. To receive and consider apologies for absence from Councillors.
3. Election of Vice Chair for 2026/27
4. To consider applications for co-option to the Parish Council.
5. a) Declarations of Disclosable Pecuniary Interests and any Other Disclosable Interests in items on the agenda (Personal and Prejudicial)
b) Register of Interests. Councillors are reminded of the need to submit their Register of Interests.
c) To consider any written requests from Councillors to Grant a Dispensation (S33 of the Localism Act 2011) relating to items on the agenda
6. Public Participation
Residents are invited to address the council on any local matters and agenda items.
7. Reports of District and County Councillors
8. To consider and approve the minutes of Parish Council Meeting 24th March meeting (attached)
9. Progress reports on items from the previous meeting not otherwise listed on the agenda.
10. Governance and policy review
To note and agree the Delegation Scheme and Equality and Diversity policy (both to be circulated)
11. Planning
 - a) To elect a chair of the planning committee
 - b) To confirm membership of the planning committee
 - c) To consider and approve the minutes of the Planning Committee Meeting held Tuesday 28th April (to be circulated)
 - d) Updates on ongoing planning matters
 - e) Planning applications for consideration.

MHDC Reference	Location	Proposal
M/26/00301/FUL	Caro Burberry Sculpture Studio Bransford Worcester WR6 5JN	Amended description and additional information in the form of a noise report
(M/25/01893/FUL The Low Barn Dingle Road Leigh Worcester WR6 5JX. Notification of Planning Appeal)		

Additional applications received prior to the start of the meeting may be considered to meet response deadlines.

- g) To note planning decisions received.
M/26/00220/HP. Cherry Tree Cottage, 3 Suffield, Bransford: Extension of dropped kerb. **Approved.**

12. Grants and Donations
 - a) South Worcestershire Citizens Advice (SWCA)
 - b) Leigh Church
 - c) Sphere

13. Finance
 - a) To review and approve the Annual Governance Statement for 2025/26 (to be circulated)
 - b) To review and approve the Annual Accounting Statements for 2025/26 (to be circulated)
 - c) To confirm existing signatories for cheques and online banking
 - d) To note and/or review the inventory of land and assets (to be circulated)
 - e) To note and/or review the risk assessment plan and insurance cover for 2026/27 (to be circulated)
 - f) To appoint a Parish Council Member auditor
 - g) To approve schedule of accounts payable (to be circulated).

14. To nominate councillor representatives as follows:
 - a) New-build developments
 - b) Memorial Hall Committee
 - c) Play areas
 - d) Open spaces
 - e) Lengthsman scheme
 - f) Parish footpaths
 - g) Road safety and VAS/SID
 - h) Worcestershire CALC meetings

15. To review the council's and clerk's memberships of other bodies.

16. Updates on:
 - a) Parking issue Kiln Lane
 - b) Pathway Haywood Drive
 - c) Potters Reach Phase 2
 - d) Stocks Lane speeding
 - e) Guinness Park Farm Regulatory enquiry

17. Community Infrastructure Levy (CIL) update
 - a) Scout Hut – The Big Build
 - b) WC and kitchenette in Leigh Church

18. Any other reports and items for future consideration.

19. To set dates and locations of Parish Council meetings for 2026/2027: **Parish Council** - Tuesdays – 28th July, 22nd September, 24th November, 26th January 2027, 23rd March 2025. **Planning Committee (if required)** Tuesdays – 23rd June, 25th August, 27th October, 15th December, 23rd February 2027.
All meetings 7pm at Leigh & Bransford Memorial Hall

A Briggs

Clerk – Leigh & Bransford Parish Council

The public and press are invited to attend.