



**MINUTES OF THE EXTRA ORDINARY PARISH COUNCIL MEETING
HELD ON TUESDAY 31 MARCH 2026 AT 7.30 PM
AT KEMPSEY COMMUNITY CENTRE**

PRESENT: - Cllr Waller (Chairman), Cllr Stevens, Cllr Gardener, Cllr Plummer, Cllr Biddle, and Cllr Clamp.

IN ATTENDANCE: - District Cllr Harrison
Sharon Dunn - Parish Clerk & Responsible Financial Officer plus one parishioner.

1. **Apologies:** - Cllr Varley, Cllr Cooke, Cllr White (All Personal) - Accepted
County Cllr Allen (attending another meeting and District Cllr Michael (Personal) - Received
2. **Declarations of Interest**
 - Register of Interests: Councillors were reminded of the need to update their register of interests.
 - To declare any Disclosable Pecuniary Interests in items on the agenda and their nature - Cllr Plummer and Cllr Clamp declared a Pecuniary Interest in respect of agenda item 6. being neighbours of the proposed new Community & Sports Centre.
 - To declare any Other Disclosable Interests on 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

PUBLIC QUESTION TIME

Notes from Public Question Time are appended to these minutes.
District Councillor report - Nothing further to report.

4. **Audit Requirements 2025/2026 – Assertion 10 Requirements**
 - **Domain Name** - The domain name of kempseyparishcouncil.gov.uk has now been registered with Cloud Next, an approved government provider. The new Parish Office email address is active: clerk@kempseyparishcouncil.gov.uk. All future correspondence will be sent from this address. The website and all council correspondence will be updated to reflect this change.
 - **Councillor New Email Addresses** - All councillors are now using their own.gov.uk email address as part of KPC's compliance with new requirements from central government.
 - a. **RESOLVED:** To adopt an IT Policy, as circulated
5. **RESOLVED:** To authorise the Clerk to sign a Funding Agreement with Malvern Hills District Council to receive MHDC funding to construct a small building at Plovers Rise to be used as an IT and Youth Hub.
After advising the MHDC LGS that KPC'S application for funding of an IT Hub at Plovers Rise would have to be withdrawn, mainly due to insufficient funds to finance the project and as agreed at the March Parish Council meeting, MHDC are now offering much increased funding, making it possible for KPC to accept the single turnkey bid received in the national tender. No match funding from KPC will be required. Several alternative uses for the increased funds were suggested to the LGS but for various reasons were considered not suitable or not compliant. It was agreed to proceed with this project, it being too good an opportunity to miss.
A meeting had taken place with the YMCA as the number of young people attending each evening session has declined, probably due to no computer gaming being offered in the activity mix.

YMCA will shortly introduce an advertising campaign to try to increase the numbers. The Parish Council will be seeking volunteers to support group computer gaming to operate in parallel with the other YMCA activities.

6. **RESOLVED:** To authorise the Clerk to sign a Funding Agreement with Malvern Hills District Council to receive MHDC funding to construct a pump track on the community land at Old Road South/Pixham Ferry Lane

MHDC has agreed that it would be better to construct the pump track in a single exercise, so the requirement for 'spades in the ground' by 31 May 2026 has been withdrawn. The requirements are now for the pump track to be fully constructed by 31 March 2027 and for planning permission for it to be obtained by end September 2026.

Clark & Kent Contractors Ltd have been chosen as the provider, scoring the highest marks in the bid evaluation process over various criteria.

There may be some opportunity for renegotiation of the price based on cost savings due to one mobilisation rather than two.

Clark & Kent are working on the drawings we have requested for adding the pump track design to the site planning application.

In the meantime we continue to work to respond to the other statutory consultees on their comments on the planning application for the site whilst leaving Highways to the Planning Case Officer.

The Chairman attended a meeting with Blade Landscape Architects this morning, to resolve issues associated with landscaping and ecology raised by the MHDC Biodiversity Officer. A site visit in connection with recalculation of the biodiversity net gain metric and development of a Habitat Monitoring and Management Plan is required. This was authorised at a cost of £875. 00.

Mark Hammond is liaising with MHDC Legal Team to help to ensure the funding agreements are robust so that KPC receives the funding of £80K (for the pump track) and £1.5M (for the new Community and Sports Centre), are not subject to reallocation during the pending local government reorganisation.

7. **RESOLVED:** For the Clerk to disburse allocated funds for the provision of a solar system and for the associated works at the Youth Centre Plovers Rise as identified in the CFLGS Grant Agreement A43. (£40K from MHDC and £10.2K match funding from KPC)

This resolution allows invoices for the staged works to be paid as they are presented, allowing the project to proceed in a timely manner.

Other

The Café Manager has been appointed and is creating a warm and welcoming atmosphere at the Pavilion Community Café.

RESOLVED: Under The Public Bodies (Admission to Meeting(s)) Act 1960 to exclude the public and press from discussions only in respect of agenda item 8 & 9. inclusive as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

8. **RESOLVED:** To appoint Tim Hughes to the position of Parish Lengthsman and Maintenance Technician and for the Clerk to sign Service Agreements, one Agreement for Lengthsman activities and one Agreement for Maintenance activities.

9. **RESOLVED:** To appoint IGH Maintenance and Solutions to provide maintenance support to the Parish Lengthsman and for the Clerk to sign a Service Agreement with the company for maintenance activities. Ian Hope will provide the services on behalf of the company.

Meeting Closed at 8.40 PM

Signed Chairman..... Date

Standing Orders were adjourned.

PUBLIC QUESTION TIME

A parishioner commented on the wonderful news to get so many projects signed off this evening and asked for further clarity concerning when the pump track is likely to be built. The Chairman confirmed he will offer an update under agenda item 6.

Standing Orders were reimposed.

DRAFT