



PARISH COUNCIL  
**Kempsey**

Mrs S Dunn  
Clerk and Financial Officer  
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Parish Office  
Community Centre  
Main Road  
Kempsey  
Worcester WR5 3LQ

Dear Councillor

**YOU ARE DULY SUMMONED TO A PARISH COUNCIL MEETING  
ON MONDAY 8 JUNE 2026 AT 7.00PM  
AT KEMPSEY COMMUNITY CENTRE**

where the business set out in the agenda below will be transacted.

Members of the public are invited to give their views and question the Parish Council on issues on this agenda or raise issues for future consideration at the discretion of the Chairman during Public Question Time. Members of the public may not take part in the Parish Council meeting.

*Sharon Dunn*

Parish Clerk & Responsible Financial Officer  
03 June 2026

## **AGENDA**

1. Apologies: To receive apologies for absence and approve reason for absence
2. Councillor Vacancy - To appoint by co-option.
3. Declarations of Interest
  1. Register of Interests: Councillors are reminded of the need to update their register of interest.
  2. To declare any Disclosable Pecuniary Interests in items on the agenda and their nature.
  3. To declare any Other Disclosable Interests on items on the agenda and their nature.

Councillors who have declared a Disclosable Pecuniary Interest, or an Other Disclosable Interest which falls within the terms of paragraph 12(4) (b) of the Code of Conduct, must leave the room for the relevant item/s unless a Dispensation has been granted. Failure to register or declare a Disclosable Pecuniary Interest may result in the commission of a criminal offence.

4. To Consider Written Requests from Councillors for the Council to Grant a Dispensation (S33 of the Localism Act 2011) - written requests to be submitted to the Clerk prior to the meeting.

The meeting will be adjourned for up to 30 minutes for Public Question Time  
The length of time any person can speak during Public Question Time shall be restricted up to 3 minutes, or longer at the discretion of the Chairman. Points raised by a parishioner should be concise and to:  
raise new issues, request an update on a previously raised matter or offer new information on an existing issue.  
Members of the public may not take part in the Parish Council meeting itself.  
Notes will be appended to the minutes.  
***Under General Data Protection Regulations please note your consent is requested for your name and address to be recorded/noted in the Public Question Time notes/comments.***

**County Councillor and District Councillors reports**

5. Minutes: To consider the adoption of the minutes of the Parish Council meeting held on 11.05.2026
6. Correspondence for Information: - Under General Data Protection Regulations names of identifiable subject/matter withheld
  1. MHDC 18.05.2026 - Removal of requirements to publish a members' home address as part of the Register of Interest Form.
  2. Kempsey Community Café Minimal Financial Assistance (MFA) Confirmation - For Information
  3. Resignation - Cllr Emily Plummer and Parish Council Acknowledgement
  4. Additional information in respect of agenda item 13. and formal expression of interest request.
7. Finance
  1. To authorize payment of accounts as per schedule
  2. Monthly Bank Reconciliation Statement - For Information Only.
  3. Capital Budget - For Information Only
  4. VAT reclaimed for FY 2025/2026 £10355.67 - For Information Only  
**Please note no VAT has been reclaimed relating to the Sports Pavilion in FY2025/2026 as per Free Discovery Meeting (which took place on 26.01.2026) following Accountancy Advice.**
  5. Proposal to review and approve Financial Risk Schedule 2026/27.
  6. Annual Internal Audit Report 2025/26 - To review and approve
  7. **Annual Governance and Accountability Return (AGAR) to 31.03.25 - Part 3**
    - a. Proposal to approve and sign Section 1 - Annual Governance Statement 2025/26
    - b. Proposal to approve and sign Section 2 - Accounting Statements 2025/26
  8. Please note the confirmation of the Dates of the Period for the Exercise of Public Rights commences on Tuesday 1 July 2025 and ends on Monday 11 August 2025 - For Information Only
  9. Proposal to engage an Internal Auditor for 2026/27 with Terms of Reference
8. Committee Appointments - To appoint councillors to the following committees
  - Environment
  - Commons & Recreation
  - Community Centres
  - Planning
  - Infrastructure
  - Please note the Finance and General Purposes Committee consists of the Council Chair and Vice Chair plus the Committee Chairpersons appointed by each of the Committees listed above.
9. Appointments to Working Parties
  - Police Liaison Working Party
  - Biodiversity Working Party
10. Diary Date - Please Reserve  
 Proposal to agree Monday 16<sup>th</sup> November 2026 at 7.30pm to hold a Finance & General Purposes Committee Meeting to arrive at precept for Financial Year 2027/28  
 This will then be presented to the full Parish Council for comment on Monday 14<sup>th</sup> December 2026 with final approval in January 2027.
11. Local Government Reorganisation - To discuss the future of public open spaces in Kempsey, owned by MHDC - Cllr Biddle
12. Committee Report Updates and Proposals: -
  1. Finance & General Purposes Committee: Cllr Waller
    - a. Update on the Kempsey Pavilion Community Café: Deputy Clerk
    - b. Proposal to authorise the Clerk to sign a contract with Anmer Construction Ltd. to construct, fit out and make operational a small building adjacent to the Youth Centre at Plovers Rise Playing Fields subject to signature of a funding agreement for by Malvern Hills District Council.
  2. Environment: Chairperson position vacant
    - a. Proposal to continue with a new 3-year maintenance contract with SWARCO from 7 June 2026 to 6 June 2029 for maintaining two fixed VAS signs within the Parish.  
 - Working Party: LKWP Update: Cllr Clamp.
      - a. Proposal to authorise the Clerk to sign a Memorandum of Understanding with Nuyard Country & Garden Centre for the maintenance of planters.

3. Community Centres: Cllr Stevens
  4. Infrastructure Committee: Cllr Waller
  5. Commons and Recreation: Cllr Cooke
  6. Planning Committee: Cllr Gardener
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13. Magic Moments Day Nursery
  - 13.1 Proposal to consider a request from Magic Moments (Kempsey) Ltd to erect a building on rented land by the company at the Community Centre.
  - 13.2 Proposal for the Parish Council to respond to Planning Application M/26/00436/FUL regarding the erection of the above building.
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14. Chairman's Report: Cllr Waller  
Annual Parish Meeting  
Kempsey Times - Copy Deadline for July Issue - 15th June 2026

**Date of next meeting: Monday 13 July 2026 at 7.00pm at Kempsey Community Centre**