PENSAX PARISH COUNCIL

Minutes of the Ordinary Meeting of Pensax Parish Council held on

Tuesday 10th November 2026 at 7 pm

Present

Cllr. A. Gillett; Cllr. Meese, Cllr. M. Pedersen; Cllr. P. Clarke,
Cllr. D. Abraham.
0 members of the public + 2 Vacancy; Clerk, Carole Hirst, Cllr. Bowen WCC.

1 Apologies for absence-

Absent: Cllr. D Godwin, MHDC Councillor.

2 Declarations of Interest. None

Requests for Dispensation: None

PUBLIC QUESTIONS

No Public present.

3 Approval of the Minutes of the Ordinary Meeting of the Parish Council Meeting held on Tuesday the 8th September 2026

Cllr. Gillett Proposed and Cllr. Meese Seconded that the Minutes of the Ordinary Parish Council of the 8th September 2026 be approved. All in favour.

4 District and County Councillor Reports.

Worcestershire County Council Report- Cllr. Bowen

Local Government Reorganisation

On Thursday 29th October, Worcestershire County Council was informed by the Government that Local Government Reorganisation in Worcestershire will continue and has indicated it is minded to proceed with the previously announced two-unitary model. However, the changes will take place later than originally planned.

Under the original timetable, shadow elections were expected in May 2027, with the new councils taking responsibility for services on 1 April 2028.

The Government is currently proposing a revised timetable, with shadow elections in May 2028 and a vesting day of 1 April 2029. Councils will have an opportunity to make representations on the proposed timetable and implementation arrangements before final decisions are taken.

I remain of the view that the proposal to split Worcestershire into two separate authorities will have a hugely damaging impact on Children's Social Services and Adult Social Care, both financially and in service delivery. Given

that these two directorates account for over 75% of Worcestershire County Council's total budget, it is hard to understand the rationale for the decision.

Tenbury Division Matters

Rochford Landslip

Despite previous assurances from Highways that communication would be improved, neither I nor residents have been provided with any new information since the beginning of September. I requested a meeting with officers and the Cabinet Member for Highways but have yet to receive a response. I will continue to pursue this issue, including at forthcoming Council and Cabinet meetings.

Speeding Traffic

Worcestershire County Council policy in respect of addressing the issue of speeding traffic continues to be focussed on data, rather than quality of life. As a result, Speed Surveys continue to be the starting point for addressing speeding traffic on our rural roads. Once we have the data that these provide, Highways will then review signage alongside the data being shared with the police for further enforcement.

I have, over the last couple of months, requested Speed Surveys in Stockton, Abberley, Clifton upon Teme, Newnham Bridge, Little Witley, Great Witley, Pensax and Eastham. Once the results of the surveys are known, I then liaise with Highways and Town & Parish Councils to explore options for reducing traffic speeds through our area. Improvements are currently being considered in a number of places throughout the area.

Natural Flood Management

On October 2nd, I attended the Environment Overview and Scrutiny Panel meeting and asked for an update on funding for Natural Flood Management in our area. The Cabinet Member for the Environment and officers confirmed that applications have been made for government funding for Natural Flood Management work to continue locally through 2027 into 2028. A decision on this is expected early next year, and I'll provide an update once it is known.

Supporting Tenbury Wells trade

Work to support trade in Tenbury Wells is continuing. This month has seen two projects designed to improve the experience of visitors to the town coming to fruition.

Firstly, Teme Bridge was cleaned for the first time in a number of years. This was funded jointly through my Divisional Fund and Burford Parish Council; an excellent example of collaboration to get something done for the town.

Secondly, new unique, crafted, pedestrian signs have been completed by local artist Hanah-Beth Bailey. I am now working on having them installed at the end of Teme Street and along Market Street. Funding for the signs was allocated from my divisional fund, with the commissioning being a joint effort alongside Teme Valley Artisans. Again it shows the value of collaborative working for the benefit of Tenbury and our rural area.

MHDC Councillor Report- Cllr. Godwin

No report received.

5 Matters Arising from the previous meeting.

- Councillor Training- A list of training was circulated prior to the meeting.

- Pensax Lane/Stockton Rd– hedge needs cutting back. Poor visibility. Cllr. Abraham reported that he has spoken to the landowner who is now organising to have the hedge cut.

6 Finance

a. To Note the Bank Reconciliation to 13th October 2026.
Councillors reviewed the accounts and confirmed that the Bank Reconciliation was accurate and reconciled and signed the bank reconciliation as true and accurate.
Noted and listed as APPENDIX 1

b. To Note the Budget Monitoring Report to 13th October 2026.
Councillors agreed the Budget Monitoring Report.
Noted. And listed as APPENDIX 2

c. To Consider list of due payments and receipts to 10th November 2026. Cllr. Gillett Proposed and Cllr. M Pedersen Seconded that all payments be approved. All in favour.

PAYMENTS at 10th Nov 2026	
C Hirst Sept Pay with calc payrise and back pay to april 1st	650.98
HMRC Tax and employer NIC deductions Sept	222.32
IN2OUT Sept LENGTHSMAN	195.50
C Hirst oct clerk pay	569.03
HMRC OCT DEDUCTIONS	186.33
Cascade Live Cash Management	618.97
IN2OUT Oct Lengthsman	199.75
Royal British Legion Poppy	40.00
C Hirst clerk expenses to 12th Nov	83.45
TOTAL	**2766.33**
Receipts not previously recorded	
WCC Lengthsman Aug	**174.25**
MHDC Precept 2	**4680.00**
WCC Lengthsman Sept	**195.50**
TOTAL	**5049.75**

d. To approve the 2027/28 Budget and set the precept. Cllr. Gillett presented the Budget and recommended Precept to Councillors and options for the precept were scrutinised. Cllr. Gillett Proposed and Cllr. Pedersen Seconded that the budget be approved and that the Precept be increased from £9,360 to £9,828. An increase from 2026/27 of 5%. APPENDIX 3 – Budget 2027/28 and precept.

Cllr. Gillett also asked for the following to be recorded as a statement.

"When considering the appropriate level of Pensax Parish Council's general reserves and setting the 2027/28 precept, I believe it is important to look carefully at the £6,500 of bank interest included within the proposed budget.

The Council is forecast to hold £205,617.02 of restricted funds. Although this money is restricted and cannot simply be used to meet the Council's normal running costs, the capital may be spent on the purposes for which it is held. Something may come up that requires a large expenditure amount and therefore it is prudent to discount the interest form our calculations.

The interest generated by those funds is currently unrestricted and, once received, can therefore contribute towards the Council's normal expenditure.

However, there is an important distinction between the availability of the interest once received and the certainty that the interest will continue to be received.

If some or all of the £205,617 of restricted capital is spent during the year, the amount held on deposit will reduce and consequently the interest generated by those funds could also reduce significantly.

It would therefore be prudent not to assume that the current forecast of £6,500 of annual interest represents a permanent or guaranteed source of revenue.

The Council's budgeted expenditure for 2027/28 is £17,553. Excluding the potentially uncertain interest, the Council has £2,450 of other income from the Parish Lengthsman, giving Net Revenue Expenditure of approximately £15,103.

The Council is forecast to enter 2027/28 with approximately £20,243.62 of unallocated general reserves.

If the £6,500 interest is received in full, the current budget produces a surplus of £1,225, increasing general reserves to approximately £21,468.62.

However, if the restricted capital were spent and no interest were received, the same budget would instead produce a deficit of approximately £5,275. General reserves would consequently reduce to approximately £14,968.62.

That would represent approximately 11.9 months of Net Revenue Expenditure.

If we do not rely upon the interest, NRE becomes:

£17,553 expenditure − £2,450 recurring non-precept income = £15,103

The resulting unrestricted reserve of £14,968.62 would therefore represent:

£14,968.62 ÷ £15,103 × 12 = 11.9 months' NRE

So the prudent position is essentially:

Approximately 12 months' net revenue expenditure held in general reserves.

The parish council has also agreed it has a general principle of holding a healthy reserve to meet unexpected expenditure as well as budgeted expenditure".

e. To agree revisions to the PC Asset Register. Cllr. Meese circulated the revised asset register at 10th November 2026. Cllr. Meese proposed and Cllr. Gillet Seconded that the revised Asset Register be accepted. All in favour.

f. To confirm the appointment of Ann Dobbins as Internal Auditor for Pensax PC for 2026/27. Noted.

g. To compare and approve quotes for War Memorial Interpretation Panel and agree contractor. (Funds to come from the PC's capital Section 106 fund not general reserves. Cllr. Meese Proposed and Cllr. Gillett Seconded that the quote from Fitzpatrick at £2410.00 excluding VAT be approved. Installation/fitting to be fitted by Councillors in-kind (no cost). All in favour.

7 Planning

- **M/26/00859/HP – Myrron, Snead Common-** Proposed conversion of existing garage for use as ancillary accommodation to the main dwelling – APPROVED

- **Appeal Ref: 6008601 Hazelhurst Farm, C2024 Stockton**- The development proposed is change of use of work element of live/work unit to create additional living accommodation- APPEAL DISMISSED

8 **VAS update –**It was agreed that Cllr. Pedersen would talk to WCC Highways regarding signage displaying speed cameras and ask about licensing of signs and locations and report back to the next meeting.

9 Pensax Parish Council Data Audit Review and Risk Assessment Policy 2026 to be agreed/approved– November 2026.
Pensax Parish Council "Data Audit Review" and the "Risk Assessment Policy 2026" were circulated prior to the meeting. Councillors agreed with the Data Audit Review and Risk Assessment Policy and it was agreed that these would now be next reviewed at the Annual Meeting of the Parish Council in May 2027. Proposed by Cllr. A Gillett and Seconded by Cllr. S Meese that the Risk

Assessment Policy be approved and the Data Audit Review was accepted as accurate. All in favour.

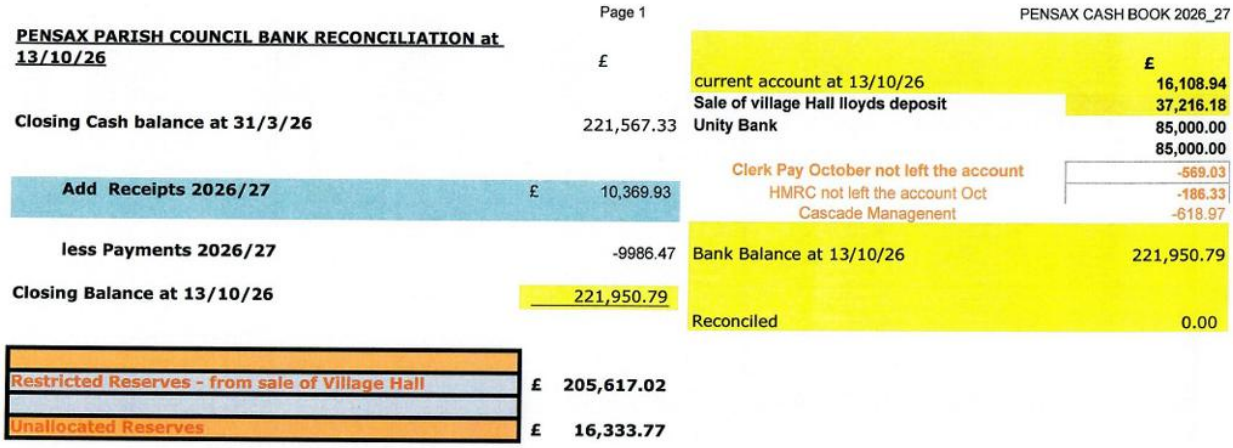
10 Councillors' suggestions for reports for the next agenda.

- Actively seek projects within the parish for 2027/28

10 Date of next meeting- The next Ordinary Parish Council Meeting will be held on Tuesday 12th January 2027 at 7pm at the Old Chapel, Menith Wood.

The meeting closed at 20.02 pm.

APPENDIX 1 BANK RECONCILIATION AT 13th October 2026



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PENSAX PARISH COUNCIL BANK RECONCILIATION at 13/10/26	£	
Closing Cash balance at 31/3/26		221,567.33
Add Receipts 2026/27	£	10,369.93
less Payments 2026/27		-9986.47
Closing Balance at 13/10/26		221,950.79

Restricted Reserves - from sale of Village Hall	£	205,617.02
Unallocated Reserves	£	16,333.77

PENSAX CASH BOOK 2026_27

	£
current account at 13/10/26	16,108.94
Sale of village Hall lloyds deposit	37,216.18
Unity Bank	85,000.00
	85,000.00
Clerk Pay October not left the account	-569.03
HMRC not left the account Oct	-186.33
Cascade Managenent	-618.97
Bank Balance at 13/10/26	221,950.79
Reconciled	0.00

Appendix 2 Budget update report 13th October 2026

2026_27 PENSAX P C Budget Year to Date
As at 13/10/26

		BUDGET	Spend/income to date	% to date
INCOME				
Precept		£ 9,360.00	9,360.00	100.00%
Bank interest		£ 5,000.00	£ 108.93	2.18%
Parish Lengthsman	Increased in April 2026	£ 2,450.00	901.00	36.78%
Grants VAS GRANT FROM WCC			0.00	-
Other, donation			0.00	-
VAT			0.00	-
TOTAL		**£ 16,810.00**	**10,369.93**	**61.69%**
EXPENDITURE, excluding VAT			**Expenditure to date**	-
Administration	Clerk salary Increased Apr 25	£ 8,491.00	5,287.56	62.27%
Insurance		£ 350.00	327.00	93.43%
WEBSITE AND COMP	added in April	£ 250.00	15.00	6.00%
Audit		£ 170.00	153.60	90.35%
Membership fees		£ 235.00	216.39	92.08%
Other and Office expenses (includes Cascade £510)		£ 750.00	938.17	125.09%
Training		£ 200.00	0.00	0.00%
Parish Lengthsman	Increased in April 2025	£ 2,450.00	1,096.50	44.76%
War Memorial - Mowing		£ 240.00	0.00	0.00%
Village Hall Hire		£ 200.00	0.00	0.00%
Donations/Grants/S137		£ 2,555.00	0.00	0.00%
Defibrillator		£ 300.00	0.00	0.00%
Election Costs	added in April		0.00	-
Noticeboards/L'Bins/Seat		£ 1,000.00	0.00	0.00%
Allocated reserves spend on items from sale of Village Hall	**carry forward to next year**	**£ 16,320.00**	1,506.00	9.23%
VAT		£ -	446.25	-
TOTAL		**£ 33,511.00**	**9,986.47**	**29.80%**

DETAIL OF LLOCATED AND UNALLOCATED RESERVES at 13/10/26

Balance Brought Forward from 31st March 2026	**£**	**221,567.33**
Add income 2026/27	**£**	**10,369.93**
Less Expenditure 2026/27	**£**	**9,986.47**
	£	**221,950.79**
Less income not yet received		
Less Restricted funding	**£**	**205,617.02**
Balance at 13/10/26 (unallocated Reserves)	**£**	**16,333.77**

APPENDIX 3 – Budget 2027/28 and precept.

2027_28 PENSAX P C Budget
As at 10/11/2026

		Budget 2026/27	Out-turn to 31st March 2027	Budget 2027/28	
INCOME					
Precept		£9,360.00	9,360.00	£9,828.00	5% increase - THIS IS A SUGGESTION AND A FINAL AMOUNT WILL BE AGREED AT THE MEETING
Bank interest		£5,000.00	6,500.00	£6,500.00	
Parish Lengthsman		£2,383.00	2,383.00	£2,450.00	
Grants			0.00	£0.00	
Other, donation			0.00	£0.00	
VAT returned			400	£0.00	vat reclaimed so irrelevant
TOTAL		£ 16,743.00	£ 18,643.00	£ 18,778.00	
EXPENDITURE, excluding VAT			Out-turn to 31st March 2027	Budget 2027/28	
Administration	Clerk salary Increased March 26	£8,491	8,536.00	£8,700	SCP 27
Insurance		£350.00	327.00	£340.00	
WEBSITE AND COMP		£250.00	220.00	£250.00	
Audit		£170.00	153.60	£170.00	
Membership fees		£235.00	198.00	£235.00	
Office expenses now includes Cascade Financial Management fees		£750.00	750.00	£750.00	
Training		£200.00	200.00	£200.00	
Parish Lengthsman	Increased in April 2026	£2,383.00	2,382.00	£2,450.00	
War Memorial - Mowing		£240.00	240.00	£250.00	
Village Hall Hire		£200.00	200.00	£200.00	
Donations/Grants/S137		£2,555.00	500.00	£2,708.00	
Defibrillator		£300.00	300.00	£300.00	
Election Costs		£0.00	0.00	£0.00	
Noticeboards/L'Bins/Seat		£1,000.00	0.00	£1,000.00	
VAT		£100.00	446.25	£0.00	vat reclaimed so irrelevant
TOTAL		£ 17,224.00	14,452.85	£ 17,553.00	

OUT-TURN 2026/27		Budget 2027/28 estimating outturns for 2026/27	
Balance Brought Forward from 31st March 2026	£ 221,567.33	Balance Brought Forward from 1st April 2027 PREDICTED	£ 225,757.48
Add income 2026/7	£ 18,643.00	Add income 2027/28 PREDICTION	£ 18,778.00
Less Expenditure 2026/7	£ 14,452.85	Less Expenditure PREDICTION 2027/28	£ 17,553.00
	£ 225,757.48		£ 226,982.48
Less Restricted funding	£ 205,617.02	Less Restricted funding	£ 205,617.02
Balance of (unallocated Reserves) PREDICTION TO YEAR END 2026/7	£ 20,140.46	Balance of (unallocated Reserves) PREDICTION TO YEAR END	£ 21,365.46