**WARNDON PARISH COUNCIL**

Minutes of a meeting held Monday 13th April 2015 at Lyppard Hub

Commencing at 7.30pm

**PRESENT:**

D. Long (Chairman), R. Morris (V/Chairman), N. Fielden, M. Bayliss (arr. 8.10pm),

S. Mackay,V. Barrall, D. Merriman.

Also present: County Cllr A. Roberts, Ward Cllrs L. & S. Hodgson, Alex Booth (Parish Warden), L. Johnson (Press), PCSO Todd, Police Sgt Denny.

**APOLOGIES:**

L. Morris.

**DECLARATIONS OF INTEREST & APPLICATIONS FOR COUNCILLOR DISPENSATIONS:**

M. Baylis – Worcester City Council matters

R. Morris – Gtech planning application as local consultee

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| **ITEM:** | **MINUTE RECORDED:** | **ACTION BY:** |
| 108. | **The Minutes of a meeting held 2nd March 2015** were agreed and signed as a true record. Proposed S. Mackay, seconded N. Fielden. All agreed. |  |
|  | **The meeting was suspended at this point to allow members of the public to address the Council.**  A discussion took place regarding recent City Council decisions concerning play areas locally and their future management or removal. The Chairman confirmed that members of the PC are to meet with Council Officers to discuss local concerns and play area strategy. Ward Councillors are also attending. Future funding options will also be discussed. It was agreed that local knowledge is important for these decisions and that a request for Gt Oaty gardens play area to be reinstated had been made by residents.  Concern was also raised again re mini motorbikes being ridden along cycle paths which were causing nuisance and possible dangers to other users. Public advised to contact Police via 101 – local Police teams are aware of the problem and safety issues. |  |
| 109. | **Reports:**  **Police** – Sgt Denny introduced himself as new in post locally. He is making himself aware of local issues, including mini motorbikes, some of which have already been crushed. Going forward access management is required on cycle lanes together with local landowners being made aware of the antisocial behaviour problems.  Speeding along Plantation Drive & Millwood Drive remains a concern. R. Morris reported on the recent figures obtained from the VAS software which gives a more accurate picture of speeding / times of day along monitored routes. Although the picture is not as bad as first thought, it does show that there are some significant speeds being reached and that the majority of speeds are between 35-45 mph. There will be a Police focus in the near future to concentrate on speeding and training is currently being undertaken to support that.  Reported crime is generally very low in the area but there have been isolated pockets of criminal activity.  **County Councillor** – as circulated via email. Very useful meeting held with the Police team locally which was also attended by the PC.  Might be worth mapping environmental issues that D. Merriman does with Police issues?  **Ward Councillors** – as circulated via email. Noted the resignation of Worcester City Council Managing Director D. Sharkey. Also that Ward Cllr D. Wilkinson has stood down after 8 years for Warndon North. Thanks given to both for their hard work and support with local issues.  Noted possible changes re dog fouling legislation which will address people who are not properly equipped to deal with fouling and will result in on the spot fines. | Police to report to future meetings re speeding enforcement figs and mini motorbike management.  Newsletter article to be sent to the Clerk re Police matters. |
| 110. | **Environmental reports:**  Alex Booth (Parish Warden) reported that grass cutting had started in the Parish. Also a new project re dog fouling called “poo-watch” which is due to start shortly. There have been particular reports in the Berkeley area.  Worcester City reports had been circulated.  D. Merriman and A. Booth agreed to investigate hidden signage by the Vicarage which may have been from the previous local garden society, now disbanded.  D. Merriman circulated the monthly environmental report detailing works completed and those to be looked at following local walkabouts and local requests. Tasks include clearance works, ditch cleaning, pathways repairs, wildflower planting. Work with the Duckworth Trust has also received lots of positive feedback.  There had been little interest in the Open Gardens suggestion so that would not be taken forward. |  |
| 111. | **Financial matters:**  Financial statement as circulated by the Clerk – approved.  R. Morris reported on the predicted end of year position which would be finalised for approval at the May meeting in time for audit.  The financial software transfer of data would be done once year end balances had been agreed.  It was agreed that the Clerk would be named as the contact for the Pensions Regulator.  The continuation of participation in the Lengthsman scheme in 2015/16 was proposed by N. Fielden, seconded by D. Merriman. All agreed.  Audit date for 2014/15 is 8th June 2015 – Clerk will submit the final audit prior to this date. Internal audit to be completed by end May.  R. Morris to attend CALC audit training this week. | R. Morris & Clerk to progress the audit and new financial software transfer.  Clerk to notify the Pensions Regulator of contact details. |
| 112. | **Planning & Rights of Way:**  Public consultation being held re GTech application on Sat 18th April – Chairman has informed local parishioners. Planning decision to be delayed to allow for further public comments to be made.  The Chairman confirmed that he had not been responsible for setting up the local protest group as had been initially thought by the marketing company.  Neighbourhood Planning – R. Morris had attended the recent workshop but found it very rurally orientated and hard to link to our needs. It was agreed to consider this again at a future meeting if required.  It was agreed that the June meeting might be appropriate to consider Neighbourhood Planning and that Community First should be invited to attend and speak with the Council.  It was also agreed that Paul O’Connor, Worcester City Planning Manager, should be invited to attend the May or June meeting to discuss local planning issues. | Clerk to arrange Community First & Paul O’ Connor to attend future PC meetings as discussed. |
| 113. | **Play Areas:**  This had been discussed during the suspended session. The meeting with Worcester City Officer D. Sutton will be held on 14th April at 5.30pm. | D. Long & R. Morris to attend play areas meeting. |
| 114. | **Allotments update:**  R. Morris had circulated a report via email asking Councillors to consider the extension scheme and associated costs. The next steps were agreed as:  1. Publish the plan on noticeboard and in newsletter.  2. Seek agreement with Worcester City to develop the site and establish permissions as required.  3. Agree a suitable lease with Worcester City.  4. Agree to the provision of the additional allotments up to a max. of £14000.00 excl vat.  5. that the PC agrees that these plots will only be leased as half plots to give the max number of applicants a chance to take part.  6. All leases for the plots include a clause which seeks to prevent parking in Trotshill Lane.  7. Delegated authority be given to someone to take action to complete the development as long as regular reports are given to the PC each month – R. Morris proposed to hold delegated authority.  The above actions were proposed by D. Long, seconded by N. Fielden. All agreed.  Noted that £5000.00 had been received from the County Cllr divisional fund and that further funding is to be applied for this year.  S.106 funding – no update. | R. Morris to progress the allotments scheme and proposed extension. |
| 115. | **Leisure & Community Affairs:**  It was agreed to delay the newsletter until after 7th May elections. Then to advertise the Annual Parish Meeting & agreed Police items.  Noted the letter received re Liberteas events across the country on 14th June. D. Merriman & Clerk to progress if possible in liaison with Ward Cllr L. Hodgson.  Fete 2015 – being progressed well – date 12th July. Lyppard Hub Facebook page is posting regular updates. | Clerk & D. Merriman to consider Liberteas event. |
| 116. | **Reports from Outside Bodies:**  Lyppard Hub Management Board – new PC member required after May meeting.  Awarded “Individual Organisation that has done the most to boost community spirit and goodwill in the neighbourhood” – next newsletter item?  Worcester City Standards Board – no report.  CALC items – 4th June 2015 Annual Parish Councils meeting – Clerk/Chair to attend?  Digital parishes theme. |  |
| 117. | **Councillor reports & items for future agendas:**  The Chairman thanked all Councillors for their work to date as some would be stepping down at the election.  M. Bayliss & S. Mackay both confirmed that they would be stepping down but thanked the PC for the support shown during their terms. Both also acknowledged the important work done for the parish by the PC and wished us well for the future.  Chairman to confirm the Annual Parish Meeting agenda topic asap to Clerk. | APM topic to be confirmed by Chairman asap to Clerk. |
| 118. | **Report of the Clerk:**  May meeting to be held Tues 12th due to elections.  Annual parish meeting to be held 19th May.  All reminded about the new social networking site StreetLife which is now able to be used for PC updates and news.  Accounts approved for payment:  £406.07 Clerks salary  £270.71 HMRC contribution  £24.99 Stationery / printer ink (Clerk)  £124.89 LGCC fete expenses (Clerk)  £43.20 BT – phone & BB  £778.20 Worcester City – path works £120.00 Westcotec Ltd – VAS  £1137.25 Worcs CALC / NALC 2015 fees  Income received:  £810.96 Allotment fees paid  £5000.00 County Cllr Divisional Fund | Clerk to pay accounts as agreed.  Clerk to arrange APM once topic agreed by Chairman. |
|  | **There being no further business the meeting closed at 9.30pm** |  |