

# Whittington Parish Council

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## Minutes of the Annual meeting of Whittington Parish Council held on 14 July 2015 at 19.30 at Whittington Village Hall

### 1) Attendance and Apologies -

#### Those Present:

**Chairman:** Cllr S Macleod  
**Councillors:** Cllr M Baker, Cllr A Guy, Cllr P Whitehead  
**Officers:** Mrs C Chambers (Parish Clerk)

**Attendees:** WCC & WDC Cllr Rob Adams and 4 parishioners  
**Apologies:** Cllr S Brooker and Cllr F Richards

### 2) Declarations of Interest and Ethical Matters.

- a To receive declarations of Personal (non prejudicial) Interests in items on this Agenda and their nature. None.
- b To receive declarations of Prejudicial Interests in items on this Agenda and their nature.
- c Ethical Matters. None.

### 3) Minutes of Previous Meetings of the Council.

- a The minutes of the meeting held on 12 May 2015 had been circulated to all Members with the agenda it was **RESOLVED** that the minutes be adopted as a true record.
- b The minutes of the Extra Ordinary meeting held on 1 July had been circulated to all Members with the agenda it was **RESOLVED** that the minutes be adopted as a true record.

### 4) Co-option of Councillor(s) to full vacancy on Council

The Clerk had circulated with the agenda an application from Mr Simon James Paul Clark for Co-option onto Whittington Parish Council to fill the vacancy. Mr Clark addressed the Council, following questions from Members it was moved to defer the election of Mr Clark until the meeting to be held in September to allow the council to check that Mr Clark fulfilled the legal criteria to be co opted onto the council. The Clerk had also circulated with the agenda an application from Ms Patricia Whitehead for Co-option onto Whittington Parish Council to fill the vacancy. Ms Whitehead addressed the Council. It was moved, seconded and **RESOLVED** to vote Ms Whitehead onto the Council the vote was unopposed and the Chairman declared that Ms Whitehead had been duly elected onto the Council. Ms Whitehead signed the declaration of office and signed the dispensation form. Cllr P Whitehead joined members on the council.

## 5) Neighbourhood Development Plan -

The Chairman welcomed Andrew Ford from Wychavon District Council who had been invited to address the council with regards to Whittington Neighbourhood Development Plan. He advised that the Neighbourhood Plan would, once adopted, be a statutory planning document and once in place the NP could be revised to keep it up to date, he advised WPC should revisit the survey in Whittington as some things may not now be relevant. He added that Whittington was formally designated and surmised that it may take WPC approximately 18 months - 2 years to complete. He added that the NP would not stop development but it could dictate what type of development/vision of what Whittington Village/parishioners want. He advised that the SWDP would be adopted early next year. Following questions from members, the Chairman thanked Mr Ford for his attendance.

### 5a) New Homes Bonus – Section 106

The Clerk reported at the meeting that she had received an email from WDC which requested the Council identify funding projects for potential 106 funding. She has identified 3 'live' projects within the parish that would benefit from 106 funding. They were Whittington Church Extension, Whittington Village Hall to be rebuilt and a Car Park for visitors to Whittington. It was agreed that the Clerk fill out the 'Potential Funding Sources Identified' form and circulate it to members before forwarding to Wychavon District Council.

6) **Police Report - To receive the reports from West Mercia Police.** Following an email received from PCSO Steve Tinkler in regards to a ePACT (Electronic Partners and Communities Together) the council agreed that the Clerk write to PCSO Steve Tinkler to ascertain if the electronic submissions would replace the actual meetings of PACT with the police.

7) **New Planning Application / Consultation.** The Clerk tabled a notice from WDC which advised that application No W/15/01123/PP had been submitted after the agenda had been published. It was agreed that the council would review the plans on line before submitting their comments.

### 8) Finance.

a. **Receipts:** The Clerk had circulated with the agenda a report which listed the receipts for April, May and June, it was moved, seconded and **RESOLVED** that all receipts listed for the first quarter of the year be approved.

**Payments:** The Clerk had circulated with the agenda a report which listed the payments for April, May and June 2015, it was moved, seconded and **RESOLVED** that all payments for the first quarter of the year be approved.

b. **Bank Reconciliation:** The Clerk had circulated with the agenda the bank reconciliation from April to June 2015. The 3 accounts showed an overall balance as at 30th June was £31,527.29. The original bank statements were available at the meeting.

c. **Proposals for expenditure:** No proposals for expenditure had been reported.

d. **HSBC Deposit account** - The Clerk reminded members that at the meeting held on 12 May 2015 the Clerk reported that HSBC no longer supported the Deposit account which held £18,000 of WPC funds. HSBC had offered a new account with the same benefits as the Deposit account. The Clerk instructed HSBC to reinvest the £18,000 into the new account for the minimum time of 3 months. at the interest rate of .35%. She advised members that the three months would expire on 22 July 2015. and sought instruction on the reinvestment of £18,000. It was moved, seconded and **RESOLVED** to reinvest £18,000 for a further 6 months.

e. **Annual Return Year End 2014/2015**

The Clerk reported that Whittington Parish Councils Annual Return for the year 2014/2015 had been signed off by the external Auditor Grant Thornton. Notice of completion had been published on the notice boards.

f. **Clerks Wages**

Following the internal auditors report he noted that the Clerks wage scale had not been put to the Council. The Clerk reported that her pay from 1st April 2015 was NJC Scale 17 pro rata = £234.76 per month.

g. **General Information - the following information was relayed to the Council**

- 1) Payment of the Lengthsman invoice for works completed in June for £235.00 (including weed killer) had been paid.
- 2) DFS Batteries had been delivered and paid.
- 3) Flower Boxes had been installed and paid.
- 4) New Notice Board had been ordered. Delivery date was estimated at 2 Weeks.

9) **Policy Review - Health and Safety Risk Assessment**

The Clerk had circulated with the agenda a copy of Whittington Parish Councils Health and Safety/ Risk Assessment report for members to review. Following discussion it was agreed to delete the section on allotments and reinstate when WPC acquired the allotment site from the developers at Kilbury Drive. It was moved, seconded and **RESOLVED** to adopt the Health and Safety Risk Assessment policy without the allotment section.

10) **Highways & Byways.**

The Clerk had circulated with the agenda a copy of the email sent to Cllr Rob Adams who had been WPC's liaison with the Highways department. It listed the concerns that council would like to be addressed by Highways. The council issues were list below.

**Email to Rob Adams for attention of the Highways Department. Overview**

With the large scale up grade of the road system in the immediate area and the proposals for extensive housing development, the volumes of traffic is at crisis point impacting on the quality of life of local residents in respect of noise pollution, air pollution, road safety (often going to fast to stop at pedestrian crossings) and parking in contravention of access only regulations. Unless speeding and parking contraventions are not enforced, with the intended increase in traffic volume program the situation will worsen. Planners while acting in the interest of benefits road upgrade will bring must also recognise the adverse impact and have a moral duty to do something to minimise the adverse impact.

- 1) **Walkers Lane/Village roads** - these are becoming a rat run, vehicles are turning into the village from Swinesherd dual track entrance to avoid queuing on the Whittington Road. Cars are queuing back from the roundabout back down into the village when they are using church lane to skip the main road queues. These rat run cars are speeding through the village as well, anxious to beat the main traffic jam
- 2) **The Speed limit in Whittington Village** is too fast especially at the sharp turning at the bottom of the lane at the junction to Berkley Close, also speeding around the church lane bends near the archdeacon house in walkers lane, parishioners would like to see a reduced speed limit and traffic calming measures.

3) **The barriers/Railings on the Swinesherd/Blind College** roundabout are inadequate to protect pedestrians, this is a 'black spot' and the barrier has been smashed into on several occasions.

4) **The foot path from Whittington Roundabout** to Norton Roundabout is uneven/not finished, also there is no barriers/railings for the protection for pedestrians.

5) **Village Exits** - The 40 mph on the dual carriageway pass Whittington is not being observed, to exit the village onto the dual track is notorious as the traffic often goes faster than the speed limit - to exit the village from the Swan pub onto the roundabout is difficult as the traffic from Whittington Road do not slow down.

5) **Swinesherd Village parking** – For upwards of 9 months now, Swinesherd has been inundated with commuters taking advantage of the proximity to the motorway and council workers choosing to park here rather than in their allocated parking near the Countryside Centre. The congestion from these vehicles is now making it difficult for parents dropping their children at nursery to park. Further, because they are parking near to entrance and exits of a 70 mph road, this has now become a major safety issue. Recently, there have been several incidents where vehicles entering Swinesherd have been forced onto the other side of the road and into oncoming traffic. This threat to the safety of children, their parents and personnel living in Swinesherd is now totally unacceptable and limits on parking (time and position) need to be imposed immediately. Failure to act will almost certainly lead to a severe accident in the near future. Finally, traffic calming is urgently needed at the exit(s) to the Village as fast, high volume traffic now makes it impossible to cross or get onto the road to the Country Side Centre.

**An email reply** from Tom Comerford at Highways reported that Items 1,2 and 3 required further investigation before a substantive reply could be made and acknowledged that the work on item 4 was incomplete. The concerns expressed in item 5 following a site visit by a representative from Highways acknowledged that parking close to the dual carriageway was unacceptable and that there was a parking problem within Swinesherd village and recommended that a 'waiting time' limit be put in place and double yellow lines could be installed on one side of the road. Following discussion Cllr Adams agreed he would arrange a meeting with highways and the council to address the remaining issues and to confirm the recommendations that had been made, Cllr Baker reported that the barrier on the 'blind collage' roundabout had been hit and has a hole in it, he asked for a protective barrier to protect pedestrians, he confirmed he would raise this issue with highways as it was agreed that he would attend the meeting with highways on behalf of the Council. The Chairman thanked Cllr Adams for his help.

**Narrow Walk Drainage;** Cllr Baker thanked Rob Adams for his help in organising the repair of drainage system in narrow walk he advised that one section at Grove Cottage end had been completed, the next stage of the drainage and the grating would be in approximately 4-5 weeks. Cllr Adams advised that there would be a road closure in Church Lane on 10 August for a week from Berkley Close to the Swan to complete the drainage at narrow walk and outside the village hall.

**Whittington Tump;** Cllr Baker reported that he had had a meeting with the land owner Mr Berkley with regards to the access to Whittington Tump. He added that Mr Berkley would permit the residents of Whittington access to the Tump, a map of the route to the Tump would be issued and an agreement would be drawn up. Members thanked Cllr Baker for his commitment to this project.

a) **Village Parking** - Cllr Baker reported that the village parking had got worse he reported on several different incidences where inconsiderate parking, such as parking across entrances to fields and entrances to properties, also a car transporter that drops off cars in the village for delivery elsewhere, he added that he had campaigned for 12 years about the parking in particular in Old Road. he advised that additional double yellow lines need to be added in the village. Following discussion it was agreed that Cllr Adams and Cllr Baker would raise this issue at the meeting with the Highways Department. See agenda item 10.

b) **Traffic Regulation Orders - Proposed Waiting Restrictions.** The Clerk had circulated with the agenda two maps which had been received from Worcestershire County showing the Existing Waiting Restrictions and Proposed Waiting Restrictions on Spetchley Road - Uffnells Farm Development. WCC advised that In conjunction with the Uffnells Farm Development in Worcester, a package of Traffic Regulation Order (waiting restrictions) proposals had been developed for consideration. As there was a change to the road layout on Spetchley Road (site access), along with increased vehicular traffic movements in the area, it was proposed to amend existing waiting restrictions and introduce new ones. The new restrictions would also protect existing junctions and the visibility envelopes on the roundabout which serves County Hall Campus. Following discussion it was **RESOLVED** to support the waiting restrictions, whilst the council agreed with the restrictions for the residents in that area, concern was expressed that traffic would be moved to the other side of Swinesherds Way and being forced to park dangerously. Traffic problems were foreseen with the additional development, the council would like to maintain a close watch on the parking.

**11) Training, meetings and seminars To receive reports of relevant training, meetings and seminars attended or offered to the Council and to consider attendance by Members and or the Clerk.** The Clerk had attached an invitation with the agenda to a Training Event on the Code of Conduct and the Standards Regime at Wychavon District Council on 20th and 28th July 2015. There was no need to confirm attendance in advance.

**12) District and County Councillors' Report.** Cllr Adams reported on the ongoing negotiations with Highways to attend and or to meet Cllrs regarding WPC Highway issues in agenda item 10. He also updated the council on proposed devolution, unitary and cost cutting at WDC and WCC.

**13) Reports by Councillors, and Items for Future Agendas.**

To receive the reports of Committees and Working Groups and of Councillors representing the Council on outside bodies. Cllr Baker reported that sadly former WPC Councillor John Stansford had passed away he served on the Council for approximately 12 years and was well respected in the village.

WPC staffing Committee None

Envirosort Site, Norton (CMRF) Liaison: Cllr Baker reported that the planned alterations' to the site were underway. The next meeting would be in September.

West Wychavon PACT: See agenda item 6

Worcestershire CALC: No reports were received but all correspondence had been emailed.

Whittington School: None. Cllr Richards as Whittington School Representative would report at the next council meeting.

Whittington Village Hall: None. Cllr Brooker village hall representative would report at the next council meeting.

Neighbourhood Watch: None.

**14) Correspondence & Council Consultation.**

At the meeting held on 1st July 2015 the Council resolved to reject planning application Number W/15/01514/OU Land Rear of Hill House, Swinesherd Lane, Spetchley - Proposal: Residential development (up to 300 dwellings), including infrastructure, ancillary facilities, open space, and landscaping. Access from the A4440 Swinesherd Way. All matters reserved.

**Extract of the minute:** 'Following debate it was moved, seconded and **RESOLVED** that the application be refused. Following further discussion it was moved, seconded and **RESOLVED** that due to the size of the development WPC would request an extension on the consultation date as there were many issues that needed to be addressed. It was agreed that the Clerk would enquire if it was plausible to engage a Planning Consultant to assist with a detailed response to support the objection'. The Clerk reported that she had contacted the planning officer at Wychavon District Council and had gained an extension on the consultation date, WPC comments should be received by WDC by the end of July, she also reported that she had contacted one professional, Cllr Adams and Cllr Guy gave two other professional planning services to approach for a quote. It was agreed that the Clerk make further enquires/quotes and report back to the Council.

**15) IT - Facebook & Communication.** None.

**16) Enhancement** None. Andrew

**17) Community Events** - Cllr S Macleod reported that she would like to encourage more community spirit into the parish and would like to arrange an event(s) to encourage people to meet and get the different groups within the village to meet to foster community spirit. The Chair proposed a BBQ at the Swan in August and a Burns Supper in January 2016. Cllr AG suggested a bonfire night and the hire of the cricket pitch at Spetchley, Cllr Baker would enquire about the cricket pitch in September. It was agreed that these events be put on the next agenda.

**17) Date of Next Meeting.**

The date of the next Ordinary Meeting of the Council will be Tuesday 8th September 2015 at Whittington Village Hall.

There being no further business, the meeting closed at 10.15pm.

Councillor S Macleod  
Chairman