

# MINUTES OF THE REMOTE PARISH COUNCIL MEETING OF RUSHWICK PARISH COUNCIL HELD ON WEDNESDAY 13 JANUARY 2021 AT 7.30 PM

Present: Cllr Jenkins (Chairman), Cllr Williams, Cllr Bryan, Cllr Khan, Cllr Rowley, Cllr Wigglesworth & Cllr Haywood

In Attendance: Sharon Baxter (Clerk & Responsible Financial Officer)  
District Councillors Walton and Chambers plus 1 member of the public

1. Two Councillor Vacancies – To appoint by co-option – Item deferred to February meeting.
2. To appoint a new Vice-Chairman following the resignation of Cllr Parker – Position still vacant.
3. Apologies: District Cllr Grove – received.
4. Declarations of Interest
  1. Register of Interests: Councillors were reminded of the need to update their register of interests.
  2. To declare any Disclosable Pecuniary Interests in items on the agenda and their nature – None
  3. To declare any Other Disclosable Interests on items on the agenda and their nature - None
5. To Consider written requests from Councillors for the Council to Grant a Dispensation (S33 of The Localism Act 2011) written requests to be with the clerk prior to the meeting – None

## No Questions for Public Question Time

Reports were received from County & District Councillors – Available to view on the Parish Council website.  
The County Elections due to take place in May are likely to be delayed to later in the year.

6. Minutes: Having been previously circulated the minutes of The Parish Council meeting of 11.11.2020 were agreed as a true and correct record.
7. Progress Reports: No Matters arising from previous minutes. The Action Plan was reviewed and updated. Thanks were expressed to Cllr Williams for immediately attending to the fallen tree lying in the hedge opposite Bedwardine House.
8. Parish Lengthsman Scheme: An update as per timesheet was reported. Following a parishioner complaint Clerk to enquire with WCC Highways if the area between Otherton Lane and the long lay-by leading from Rushwick to the Bransford bridge is the responsibility of WCC Highways or falls within the remit of the Lengthsman.
9. Finance
  1. The monthly payments of accounts as per schedule
  2. Monthly Bank Reconciliation Statement– For Information Only
  3. The budget was reviewed and finalise budget for 2021/2022
  4. The budget was agreed for 2021/2022 and a precept of £26,990.00 is to be requested from MHDC.
  5. The budget comparison to December 2020 against 2020/21 was reviewed.
  6. The Risk Schedule and the Model Scheme of Delegation were reviewed and adopted. An additional item is to be added to the Risk Schedule to include the ICO Registration.
  7. The Asset Register 2020/2021 was reviewed and updated.

10. Update on expenditure of Community Infrastructure Levy – Neighbourhood Fund following receipt of £34,104.00 awarded for Development at The Gardens, Bransford Road, Rushwick, Worcester, WR2 5TA.  
A draft flyer was circulated to all councillors for comment and modification before going out to public consultation, by the end of the month, to gain views and opinions from parishioners on the best way to spend this money to benefit the Parish.  
Possible ideas included:
- Improvements to the public footpaths to upgrade some of the stiles to make more user friendly and accessible to all. Cllr Jenkins to liaise with the landowners to discuss this matter further.
  - Improvements to upgrade the Village Hall.
11. Planning: The following planning applications were reviewed:  
Planning Application: 20/01764/HP  
Location: 19 Christine Avenue, Rushwick, WR2 5SW  
Proposal: Proposed 2 storey side extension and single storey rear extension  
Consultation Ends: 26.01.2020  
Comments: No Objections
- Planning Application: 20/02041/HP  
Location: Episcopi Cottage, Upper Wick Lane, Rushwick, WR2 5SY  
Proposal: Replacement windows and enlargement of windows at First Floor.  
Consultation Ends: 05.02.2021  
Comments: No Objections
12. Reports from representatives: To receive an update
1. Report from Village Hall Committee: Cllr Rowley – Nothing to report
  2. Footpath Officers report: Cllr Williams  
Mowed the top area from Bransford Bridge to Roots Farm Shop following a parishioner complaint who experienced difficulties pushing a pram in this location. The lower section has been referred to the Lengthsman. A litter pick has also been carried out.
    - a. Rushwick Footpaths Development Report - This has been referred to County Councillor Grove to progress. Awaiting an update.
  3. Report from Playscape: Cllr Jenkins had circulated a report. **(Please see attached)**.
    - a. Progress update on development of new play area.  
Following a request from the Parish Council who are seeking volunteers to help with Playscape an enquiry had been made asking to what extent help is required and what this involves. The Chairman confirmed to ensure the area was free from litter and to keep an eye on the newly installed play equipment and reporting any general issues.
    - b. Progress update on Playscape bank account  
Due to inactivity of Playscape, it was agreed to formally dissolve Playscape in November 2020. The next stage is to write to the bank, enclosing the approved minutes which state this, requesting that all funds/accounts they hold for Playscape be transferred back to the Rushwick Parish Council. The Chairman and Clerk to progress.
  4. School Representative report: Cllr Wigglesworth  
‘Rushwick Primary School has had an extremely challenging start to the term, but things are beginning to settle down as the school begins to adapt to the new lockdown.  
The school remains open for vulnerable children and children of critical workers. Close to 30% of children are in each day (around 50). All the staff are in each day having to juggle looking after those in school while delivering remote learning to the children at home.  
There is continued provision of free school meals or food packs for eligible pupils whether or not they are attending school.

Our thanks and appreciation should go out to Mr Jeffrey, Mrs Hulls and all the staff for the brilliant job they are doing during these difficult times.’

5. Village Hall Development Committee: Cllr Khan – Nothing to report  
A question arose if the Village Hall could be used as a Covid Test Centre. Consideration would be given if this was required as a venue.  
Cllr Williams referenced ‘Park that Bike Initiative.’ Cllr Rowley to ask the Village Hall Committee if they would consider installing some bicycle racks as part of this initiative.

13. Update on the Parish Neighbourhood Plan: Cllr Jenkins  
RCA Regeneration have been appointed to draft the NDP policies at a cost of £1500.00  
The first draft and will respond with comments in the next week. Policies include Housing, Areas of Landscape Value, Green Spaces and Public Rights of Way and Design and Climate Change.  
RESOLVED: To appoint RCA Regeneration to produce the consultation document at a cost of £3000.  
The final draft to be approved by the Parish Council prior to public consultation.
14. Planning  
Appeal Inquiry – Virtual Inquiry 09.03.2021 at 10.00am  
If you wish to attend, please contact the case officer.  
Robert Wordsworth – Email robert.wordsworth@planninginspectorate.gov.uk  
Planning Inspectorate Ref: APP/J1860/W/19/3242098  
Proposal: Erection of up to 42 dwellings together with vehicular/pedestrian access  
From Bransford Road; pedestrian/cycle link from Coronation Avenue; Green Infrastructure  
Including open space, landscaping, and sustainable drainage; and other related infrastructure.  
Site: Land at (OS 8163 5361) Bransford Road, Rushwick
15. Progress update on installation of additional dog waste bins.  
Cllr Bryan is progressing the installation of additional dog waste bins, He has liaised with MHDC and has been advised to contact County Cllr Grove in the first instance regarding installation. Permission is then to be obtained from MHDC to enquire if the bins can be adopted on the refuse collection rota.  
Following parishioners’ complaints, Cllr Bryan to make enquiries with MHDC if the litter bins, one located near the bus shelter outside the Village Hall, the other located by Snowdrop Way could be emptied more regularly as they were overflowing with waste.
16. Correspondence for Information: Circulated by the Clerk  
A parishioner has submitted a Freedom of Information Request on Rushwick Neighbourhood Plan requiring a response within 20 working days.  
A request has been received from Boughton Park Lawn Tennis Club asking to help them promote tennis as a healthy exercise and socially interactive activity. Cllr Jenkins to liaise with the Tennis Club to obtain further information.
17. Councillors’ reports and items for future agendas  
We have been made aware of a return of anti-social behaviour taking place at the Rushwick underpass that leads to the old Bransford Road. Our Parish Lengthsman keeps an eye on the littering that takes place and clears it up when he finds it. Unfortunately, the littering seems to be a recurring issue and is particularly worrying as it consists in large part of broken glass bottles.  
The Police are aware of the issue as we have contacted them when this has happened previously. They conduct occasional drive-by patrols to disrupt and deter this activity and give anyone acting anti-socially words of advice about appropriate conduct and littering.  
Clerk to notify the police of these re-occurring problems.  
It was highlighted there are some unused bicycle stands at Playscape that could possibly be utilized at the Village Hall.  
Applications should be made for a grant to support the Rushwick Neighbourhood Plan.

Meeting closed at 9.00 PM

Signed ..... Chairman..... Date.....