

TO MEMBERS OF UPTON SNODSBURY PARISH COUNCIL

You are duly required to attend the next meeting of the Parish Council to be held on
Tuesday 4th October 2022
in Upton Snodsbury Village Hall at 7.30pm

Parish Councillors: Martyn Macefield (Chair), Roger Peart RP (Vice Chair), Debbie Waters DW, Paul Seymour PS, Alan Grainger AG, Louise Chance (LC)

Clerk/RFO: Nicola Harding

AGENDA

- 22/34 Apologies for absence:** To receive apologies and to approve reasons for absence.
- 22/35 Declarations of Interest:**
- Register of Interests: Councillors are reminded of the need to update their register of interests.
 - To declare any Disclosable Pecuniary interests in items on the agenda and their nature.
 - To declare any Other Disclosable Interests in items on the agenda and their nature.
- 22/36 Parishioners' comments**
Meeting adjourned for Public Question Time.
- 22/37 Minutes:** To consider the approval of the minutes of meeting held on Tuesday 10th May 2022 (attached)
- 22/38 Casual vacancy:** Proposal to fill the Cllr vacancy on the Parish Council by Co-option
- 22/39 Progress reports:** for information
- PS – Grass-cutting
 - LC – Highways/Coventry Arms/Village Hall Committee
 - MM – School/SWDP
 - RP/DW/PS – Legacy Grant
 - AG – Lengthsman/Footpaths/Neighbourhood Watch
 - DW – Newsletter
 - PS/RP - BT phone kiosk
- 22/40 Finance**
- Current Balances
 - To consider payments to be made as on the attached list
 - Proposal to approve expenditure @ £587.95 excluding VAT for the purchase of adult & infant defibrillator pads and trickle charges: Cowsden defibrillator
 - Proposal for Parish Council to:
 - provide purchase order to HFN for Swing purchase @ £3962.23 + VAT
 - Following receipt of Scoot & Scramble funds @ £2561.77, proposal for Parish Council to pay an initial £2400 + VAT to HFN to secure price of swings and start manufacture
*Parish Council to fund £480 VAT element of this payment until reclaim month end
 - Following installation of the swings, Parish Council to pay HFN balance of £1562.33 (£1550.46 received and credited from CCllr Linda Robinson – County Cllr divisional fund)
*Parish Council to fund £312.47 VAT element of this payment until reclaim month end
 - Following installation, "post installation" inspection to take place and invoice provided to Parish Council for £150
*Parish Council to fund £30.00 VAT element of this payment until reclaim month end
 - Proposal to approve expenditure for two village gates @ cost up to £700
- 22/41 Planning**
- 22/42 Correspondence for information:** To note the attached appendix of items which have been circulated or will be available for inspection at the meeting.
- 22/43 Reports**
- District/County Cllr Councillor Linda Robinson
- 22/44 Date of next meeting:** To be agreed
Nicola Harding Clerk to the Parish Council

Meeting Tuesday 4th October 2022
Detail Information as at 27th September 2022

Item 22/38 , Casual vacancy	Proposal to fill the Cllr vacancy on the Parish Council by Co-option – one application received from BG (attached) Notice of resignation received – additional casual vacancy created.																																																								
Item 22/39, Progress reports	<ul style="list-style-type: none"> a. PS – Grass-cutting b. LC – Highways/Coventry Arms/Village Hall Committee c. MM – School/SWDP d. RP/DW/PS – Legacy Grant e. AG – Lengthsman/Footpaths/Neighbourhood Watch f. DW – Newsletter g. PS/RP - BT phone kiosk 																																																								
Item 22/40, Finance	<p>a) Current Balances at 27th September 2022</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">Business Account:</td> <td style="text-align: right;">£25,966.12</td> </tr> <tr> <td style="text-align: right;">TOTAL</td> <td style="text-align: right;">£25,966.12</td> </tr> </table> <p>b) Payments to report:</p> <table style="width: 100%; border-collapse: collapse;"> <tr><td>Smart Cut: Cuts 2&3 April 22</td><td style="text-align: right;">£232.79</td></tr> <tr><td>Smart Cut: Cuts 4&5 May 22</td><td style="text-align: right;">£370.52</td></tr> <tr><td>Lengthsman: May 22</td><td style="text-align: right;">£202.50</td></tr> <tr><td>Salary: May 22</td><td style="text-align: right;">£280.58</td></tr> <tr><td>N. Harding: TEN fee (Jubilee)</td><td style="text-align: right;">£21.00</td></tr> <tr><td>Smart Cut: Cuts 6&7</td><td style="text-align: right;">£232.79</td></tr> <tr><td>D. Waters (Jubilee expenses)</td><td style="text-align: right;">£344.48</td></tr> <tr><td>Smart Cut: Cuts 8&9</td><td style="text-align: right;">£301.66</td></tr> <tr><td>Salary: June 22</td><td style="text-align: right;">£280.58</td></tr> <tr><td>Lengthsman: June 22</td><td style="text-align: right;">£217.50</td></tr> <tr><td>Salary: July 22</td><td style="text-align: right;">£280.58</td></tr> <tr><td>Lengthsman: July 22</td><td style="text-align: right;">£212.50</td></tr> <tr><td>Smart Cut: Cut 10</td><td style="text-align: right;">£150.83</td></tr> <tr><td>Salary: August 22</td><td style="text-align: right;">£280.58</td></tr> <tr><td>Lengthsman: August 22</td><td style="text-align: right;">£202.50</td></tr> <tr><td>Salary: September</td><td style="text-align: right;">£280.58</td></tr> <tr><td>Hall hire: October</td><td style="text-align: right;">£16.80</td></tr> <tr> <td style="text-align: right;">TOTAL</td> <td style="text-align: right;">£3,908.77</td> </tr> </table> <p>Income to report:</p> <table style="width: 100%; border-collapse: collapse;"> <tr><td>WCC: LM April 22</td><td style="text-align: right;">£217.50</td></tr> <tr><td>WCC: Grass contribution 22/23</td><td style="text-align: right;">£443.67</td></tr> <tr><td>WCC: LM April/May 22</td><td style="text-align: right;">£405.00</td></tr> <tr><td>WCC: LM June 22</td><td style="text-align: right;">£217.50</td></tr> <tr><td>WCC: LM July 22</td><td style="text-align: right;">£212.50</td></tr> <tr><td>WDC: CiL payment</td><td style="text-align: right;">£375.85</td></tr> <tr><td>WCC: County Cllr divisional fund (swings)</td><td style="text-align: right;">£1,550.46</td></tr> <tr> <td style="text-align: right;">TOTAL</td> <td style="text-align: right;">£3,422.48</td> </tr> </table> <p>c) Proposal to approve expenditure @ £587.95 excluding VAT for the purchase of adult & infant defibrillator pads and trickle charges: Cowsden defibrillator</p>	Business Account:	£25,966.12	TOTAL	£25,966.12	Smart Cut: Cuts 2&3 April 22	£232.79	Smart Cut: Cuts 4&5 May 22	£370.52	Lengthsman: May 22	£202.50	Salary: May 22	£280.58	N. Harding: TEN fee (Jubilee)	£21.00	Smart Cut: Cuts 6&7	£232.79	D. Waters (Jubilee expenses)	£344.48	Smart Cut: Cuts 8&9	£301.66	Salary: June 22	£280.58	Lengthsman: June 22	£217.50	Salary: July 22	£280.58	Lengthsman: July 22	£212.50	Smart Cut: Cut 10	£150.83	Salary: August 22	£280.58	Lengthsman: August 22	£202.50	Salary: September	£280.58	Hall hire: October	£16.80	TOTAL	£3,908.77	WCC: LM April 22	£217.50	WCC: Grass contribution 22/23	£443.67	WCC: LM April/May 22	£405.00	WCC: LM June 22	£217.50	WCC: LM July 22	£212.50	WDC: CiL payment	£375.85	WCC: County Cllr divisional fund (swings)	£1,550.46	TOTAL	£3,422.48
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- d) Proposal to agree the following actions regarding swings purchase:
- (i) provide purchase order to HFN for swing purchase @ £3962.23 + VAT
 - (ii) Following receipt of Scoot & Scramble funds @ £2561.77, proposal for Parish Council to pay an initial £2400 + VAT to HFN to secure price of swings and start manufacture
 - *Parish Council to fund £480 VAT element of this payment until reclaim month end
 - (iii) Following installation of the swings, Parish Council to pay HFN balance of £1562.33 (£1550.46 received and credited from Cllr Linda Robinson – County Cllr divisional fund)
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 - (iv) Following installation, “post installation” inspection to take place and invoice to be provided to Parish Council for £150
 - *Parish Council to fund £30.00 VAT element of this payment until reclaim month end
- e) Consideration of quotations and proposal to approve purchase of two Village gates @ cost up to £700.00

Item 22/41, Planning

W/22/01216/CLE: Certificate of Lawfulness for an existing use for erection of stable block – *approved*.

W/22/01504/LB: The Burrows - Comment of support forwarded, *decision pending*

W/22/01556/FUL: Cowsden Bank Farm, Naunton Road - Change of use of land for expansion of business to include storage and sale of aggregates, other construction materials and vehicle parking - *decision pending*

W/22/01202/FUL: Land At (OS 9481 5346), Cowsden - Change of use of land from residential to small business use. Construction of Garden Room to be used for demonstration purposes and subsequent office (part retrospective) *decision pending*

Boundary Commission: Final draft recommendations released - further draft recommendations remain unaltered and have been adopted as final (link attached)

Item 22/42, Correspondence

West Mercia Police	Rebecca Love: Introduction as the as the new Local Policing Commander for South Worcestershire.
SWDP	August newsletter received for information – in summary, the additional work relating to development sites and the infrastructure needed to support them has now been completed, and a 6-week consultation on the SWDP review is due to take place from 1/11/22 to 13/12/22 – the plan & supporting documents will be considered by D/C/Cllrs in October (Wychavon’s meeting on 19 th October.) Following the consultation, planning officers will consider the responses and potentially recommend modifications to the plan prior to submitting the document to the Planning Inspectorate, expected to be in 2023.
Wychavon DC	<p>Details received regarding the Trees Call to Action Fund (TCAF) - a new project that will enable communities and landowners to access funds for tree planting and hedge planting. The project team will be visiting parishes to discuss your planting opportunities and how to apply for grants for planting new green spaces that can benefit the environment, reconnect people with nature, and support wildlife. If you are interested in funding for your own land or the local area, look out for future communications about TCAF, email Liz.Etheridge@wychavon.gov.uk, or contact 07843 813944. You can scan the QR-code to sign up for the monthly e-newsletter from the Heart of England Forest to receive more updates^[2].</p> <p>[1] https://heartofenglandforest.org/news/heart-england-forest-receives-ps499446-trees-call-action-fund</p> <p>[2] https://heartofenglandforest.org/sign-our-e-newsletter</p>