

TO MEMBERS OF LITTLE COMBERTON PARISH COUNCIL

You are duly requested to attend the next meeting of the Parish Council to be held on
Tuesday 7th November 2023
in Little Comberton Village Hall at 7.00pm

AGENDA

1. **Apologies for absence:** To receive apologies and to approve reasons for absence.
2. **Declarations of Interest:**
 - a. Register of Interests: Councillors are reminded of the need to update their register of interests.
 - b. To declare any Disclosable Pecuniary interests in items on the agenda and their nature.
 - c. To declare any Other Disclosable Interests in items on the agenda and their nature.
 - d. Written requests for the council to grant a dispensation (S33 of the Localism Act 2011) are to be with the clerk at least four clear days prior to a meeting.
Councillors who have declared a Disclosable Pecuniary Interest, or an Other Disclosable Interest which falls within the terms of paragraph 12(4) (b) of the code of conduct, must leave the room for the relevant items.
Failure to register or declare a Disclosable Pecuniary Interest may be a criminal offence.
3. **Parishioners' comments**
Meeting adjourned for Public Question Time.
4. **Minutes:** To consider the approval of the minutes of meeting held on Tuesday 19th September 2023. (attached)
5. **Progress reports:** for information
 - a. Lengthsman
 - b. Queen's Memorial planters
 - c. CPR training
 - d. Highways: Drainage
 - e. Rooftop Housing
 - f. Airband poles
 - g. Safer Neighbourhood Team
 - h. PRoW/Trees
6. **District and County Councillors' reports:** for information
7. **Planning**
8. **Finance**
 - a) Current Balances
 - b) To consider payments to be made as on the attached list
 - c) VAS sign: Maintenance contract: Consideration of 3-year maintenance contract & speed data
 - d) Proposal to approve donation to South Worcester Lifesaving & Lifeguard Club for village CPR training
 - e) Proposal to approve annual gift up to £100 to village volunteers: Christmas 2023
 - f) Proposal to approve lengthsman payment @ £102.86 towards Lantra pesticide training qualification
 - g) Bank reconciliation (ii) & Budget review 2023/2024
9. **Phone box**
10. **Correspondence for information:** To note the attached appendix of items which have been circulated or will be available for inspection at the meeting.
11. **Councillors' reports and items for future agendas**
12. **Date of next meeting:** Tuesday 23rd January 2024: to be confirmed
Nicola Harding Clerk to the Parish Council

Meeting Tuesday 7th November 2023
Detail Information as at 30th October 2023

Item 5, Progress reports	<p>a. Lengthsman: Updates: Clerk/NJ b. Queen's Memorial planters: any updates to share c. CPR training: Event 17th October 2023 d. Highways: Drainage – any updates from NJ/LM e. Rooftop Housing: updates emailed 30/10/23 f. Airband poles: Any further updates from WCC g. Safer Neighbourhood Team: Any further speeding updates h. PRoW: Updates from report September 2023/Trees: replacement tree Wick Road</p>																																	
Item 7, Planning	<p>W/22/01053: The Manor House - Conversion of existing barns to single residential dwelling – <i>pending decision</i> W/23/00375/00376/LB: The Old Thatch – Rebuild and extend kitchen, add new obscured glass window to upstairs bathroom, rebuild and extend garage/workshop, replace existing windows – <i>pending decision</i> W/23/01420/FUL: Belle's Cottage - Change of use for a small piece of land from domestic use to agriculture and agriculture to domestic. Demolition of concrete garage and provision of new driveway: <i>comments forwarded 11/8/23 – pending decision</i> W/23/01876/FUL: Construction of a general purpose agricultural building – <i>Comments forwarded to WDC 5/10/23 – pending decision.</i> Farm land sale: Wick Road: Any updates to note.</p>																																	
Item 8, Finance	<p>a) Current Balances at 30th October 2023</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 40%;">Treasurer's Account:</td> <td style="text-align: right; width: 20%;">TOTAL</td> <td style="text-align: right; width: 40%;">£15,191.66</td> </tr> </table> <p>b) Payments to report:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 40%;">Salary: September 2023</td> <td style="width: 20%;"></td> <td style="text-align: right; width: 40%;">£362.70</td> </tr> <tr> <td>VHC: Hall hire September 2023</td> <td></td> <td style="text-align: right;">£13.00</td> </tr> <tr> <td>ICO: Annual data protection fee</td> <td></td> <td style="text-align: right;">£35.00</td> </tr> <tr> <td>Salary: October 2023</td> <td></td> <td style="text-align: right;">£362.70</td> </tr> <tr> <td>Clerk's expenses: September/October 2023</td> <td></td> <td style="text-align: right;">£24.00</td> </tr> <tr> <td>Lengthsman: September work-plan</td> <td></td> <td style="text-align: right;">£165.00</td> </tr> <tr> <td></td> <td style="text-align: right;">TOTAL</td> <td style="text-align: right;">£962.40</td> </tr> </table> <p>*Income received:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 40%;">Precept (ii)</td> <td style="width: 20%;"></td> <td style="text-align: right; width: 40%;">£3,450.00</td> </tr> <tr> <td>CTSG (ii)</td> <td></td> <td style="text-align: right;">£161.00</td> </tr> <tr> <td>WCC: Lengthsman August work-plan</td> <td></td> <td style="text-align: right;">£165.00</td> </tr> </table> <p>c) VAS sign: Maintenance contract: Consideration of 3-year maintenance contract & latest speed data analysis. d) Proposal to approve donation to South Worcester Lifesaving & Lifeguard Club for village CPR training. e) Proposal to approve annual gift up to £100 to village volunteers: Christmas 2023. f) Proposal to approve lengthsman payment @ £102.86 towards Lantra safe lifetime pesticide training qualification (shared between 7 parishes.) g) Bank reconciliation (ii) & Budget review 2023/2024: documents shared for verification. *2024-2025 budget requirement: Total budget requirement to be approved and forwarded to Wychavon District Council by Friday 26 January 2024.</p>	Treasurer's Account:	TOTAL	£15,191.66	Salary: September 2023		£362.70	VHC: Hall hire September 2023		£13.00	ICO: Annual data protection fee		£35.00	Salary: October 2023		£362.70	Clerk's expenses: September/October 2023		£24.00	Lengthsman: September work-plan		£165.00		TOTAL	£962.40	Precept (ii)		£3,450.00	CTSG (ii)		£161.00	WCC: Lengthsman August work-plan		£165.00
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Item 9, Phone box: The bulb requires a replacement: details of replacement types and costs to be discussed at the meeting for consideration.

Item 10, Correspondence

WCC	The recent trial conducted by Worcestershire County Council to broaden the scope of the Parish Lengthsman Scheme to include elements of maintenance work on the Public Rights of Way network, is to be continued.
WCC	Details of survey relating to WCC's enhanced partnership plan to improve local bus services in the County – survey to be completed by 12 November (emailed.)
WCC	Latest Winter newsletter received – grit bins on main routes are currently being refilled by WCC. Any others in parishes which require replenishing to be done online via: https://www.worcestershire.gov.uk/reportit Request to lengthsman to check 2 parish bins.