

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 23rd January 2024
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 7th November 2023 (attached)
5. **Progress reports:** for information
 - a. Lengthsman
 - b. Queen's Memorial planters
 - c. Highways: (i) Drainage (ii) Road safety (iii) Wick Road lay-bys
 - d. Airband: poles
 - e. Fitness & Mobility class
6. **District and County Councillors' reports:** for information
7. **Cllr recruitment**
8. **Planning**
9. **Finance**
 - a) Current Balances
 - b) To consider payments to be made as on the attached list
 - c) Bank reconciliation (iii): 11 December 2023
 - d) Proposal to approve 2024/25 budget & resultant precept request
 - e) Local Government staff pay scales agreement: 2023/24
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:** To be agreed

Nicola Harding
Clerk to the Parish Council

Meeting Tuesday 23rd January 2024
Detail Information as at 15th January 2024

Item 5, Progress reports	<p>a. Lengthsman: Work has resumed in the Parish and a fallen tree has been reported near the ditch opposite Orchard Drive.</p> <p>b. Queen's Memorial planters: any updates from VHC.</p> <p>c. Highways: (i) Drainage – following a site meeting with Highways' Drainage Manager in December, WCC have confirmed that a number of drains from the crossroads will be pressure jetted when convenient.</p> <p>(ii) Road safety: any speed enforcement updates from West Mercia Road safety team following correspondence in December 2023. Updates regarding Safer Roads Fund application. (iii) Wick road lay-bys.</p> <p>d. Airband poles: Latest update received from Airband.</p> <p>e. Fitness & mobility class: any updates.</p>																									
Item 8, Planning	<p>W/22/01053: The Manor House - Conversion of existing barns to single residential dwelling – <i>decision pending</i>.</p> <p>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>application withdrawn 10 January & new applications received and forwarded 11/1/24</i>:</p> <p>W/24/00031/HP Associated Ref: W/24/00032/LB Location: The Old Thatch, Pershore Road - addition of new obscured glass window to the upstairs bathroom. Rebuild and extend the garage/workshop. Replace all existing windows. Timber rose arch between house and detached garage to form covered pedestrian link. <i>Comments by 1 February (plans attached)</i></p> <p>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>application approved</i>.</p> <p>W/23/01876/FUL: Construction of a general purpose agricultural building – <i>Comments forwarded to WDC 5/10/23 – decision pending</i>.</p> <p>W/23/02200/HP: Ringsmere Orchard - Erection of garden shed (retrospective) – <i>application approved</i>.</p> <p>Farm land sale: Wick Road: Confirmation received that details of boundaries and new owner will be forwarded to the Parish Council upon completion of sale. <i>Reminder requested 18/1/24</i>.</p>																									
Item 9, Finance	<p>a) Current Balances at 15th January 2024</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">Treasurer's Account:</td> <td style="text-align: right;">TOTAL</td> <td style="text-align: right;">£14,198.23</td> </tr> </table> <p>b) Payments to report:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">Salary: November 2023</td> <td style="text-align: right;">£362.70</td> </tr> <tr> <td>Salary: December 2023</td> <td style="text-align: right;">£362.70</td> </tr> <tr> <td>Clerk's expenses: Nov & Dec 2023 + postage</td> <td style="text-align: right;">£29.00</td> </tr> <tr> <td>Expenses: village volunteers Christmas gifts</td> <td style="text-align: right;">£72.93</td> </tr> <tr> <td>VHC: November hall hire</td> <td style="text-align: right;">£13.00</td> </tr> <tr> <td>*Back-pay 1/4/22-1/1/23: LGA salary award 2023</td> <td style="text-align: right;">£234.00</td> </tr> <tr> <td colspan="2"><i>*proposal to amend monthly salary S/O to £388.70</i></td> </tr> <tr> <td>*K. Lloyd: Bi-annual grass-cut (ii)</td> <td style="text-align: right;">£125.00</td> </tr> <tr> <td>*PCC: Bi-annual grass-cut (ii)</td> <td style="text-align: right;">£125.00</td> </tr> <tr> <td>*Expenses: village volunteer Christmas gifts</td> <td style="text-align: right;">£19.45</td> </tr> <tr> <td style="text-align: center;">TOTAL</td> <td style="text-align: right;">£1,343.78</td> </tr> </table> <p>c) Bank reconciliation (iii): 11 December 2023 – documents attached for verification</p> <p>d) Local Government staff pay scales award increase 2022/23 – details of the National Salary Award 2022/23, agreed by the National Joint Council for Local Government Services in November (attached)</p> <p>e) Proposal to approve 2024/25 budget & resultant precept request (details attached)</p>	Treasurer's Account:	TOTAL	£14,198.23	Salary: November 2023	£362.70	Salary: December 2023	£362.70	Clerk's expenses: Nov & Dec 2023 + postage	£29.00	Expenses: village volunteers Christmas gifts	£72.93	VHC: November hall hire	£13.00	*Back-pay 1/4/22-1/1/23: LGA salary award 2023	£234.00	<i>*proposal to amend monthly salary S/O to £388.70</i>		*K. Lloyd: Bi-annual grass-cut (ii)	£125.00	*PCC: Bi-annual grass-cut (ii)	£125.00	*Expenses: village volunteer Christmas gifts	£19.45	TOTAL	£1,343.78
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Item 9, Correspondence

WDC	Latest Parish Matters newsletter circulated December 2023.
WDC	Wychavon Rural Fund – grants of between £2,500 and £25,000 are on offer, although organisations will need to fund at least 30% of the total project cost from other sources. The deadline to submit an expression of interest was 5 January 2024. <i>Emailed 11/12/23</i>
Police SNT	New contact details received for local Safer Neighbourhood Team (SNT) <i>attached</i>
Local Government Boundary Commission	A consultation on draft recommendations for new divisions, division boundaries and division names in Worcestershire has begun. Comments on these recommendations are invited – close of consultation is 18 March 2024: <i>emailed 15/1/24</i> .