

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 21st January 2025

in Upton Snodsbury Village Hall at 7.30pm

Parish Councillors: Alan Grainger AG (Vice-Chair), Debbie Waters DW, Paul Seymour (PS)

Clerk/RFO: Nicola Harding

AGENDA

25/1 Appointment of Chairman

25/2 Apologies for absence: To receive apologies and to approve reasons for absence.

25/3 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.

25/4 Proposal to fill casual vacancies by Co-option

25/5 Parishioners' comments

Meeting adjourned for Public Question Time.

25/6 Minutes: To consider the approval of the minutes of meeting held on Tuesday 15th October 2024 (attached)

25/7 Progress reports: for information

- a. NH – Grass-cutting
- b. AG – Lengthsman/Footpaths/Neighbourhood Watch
- c. DW – VAS
- d. Cllrs – Legacy Project

25/8 Finance

- a) Current Balances
- b) To consider payments to be made as on the attached list
- c) Bank reconciliation (iii) December 2024
- d) Proposal to consider expenditure at £199.00 for extension of warranty for VAS sign for 3 years.
- e) Proposal to approve expenditure @ £114.00 inc VAT for defibrillator electrode pack.
- f) Proposal to approve 2025.26 budget & resultant precept request

25/9 Planning

25/10 Correspondence for information: To note the attached appendix of items which have been circulated or will be available for inspection at the meeting.

25/11 Reports

- a) District/County Cllr Councillor Linda Robinson

25/12 Date of next meeting: To be agreed

Nicola Harding
Clerk to the Parish Council

Meeting Tuesday 21st January 2025
Detail Information as at 16th January 2025

Item 25/1, Chairman	Appointment of new Chairman.																																							
Item 25/4, Casual vacancies	Proposal to fill casual vacancies by Co-option – 4 vacancies remain on the Parish Council: Cllrs to consider two applications received (attached.)																																							
Item 25/7, Progress reports	<p>a. NH – Grass-cutting: New contract details received for 2025</p> <p>b. AG – Lengthsman/Footpaths</p> <p>c. DW – VAS/Highways A422</p> <p>d. Cllrs – Legacy Project: Request from WDC to provide updates on progress with the Community Hub project.</p> <p>e. Cllrs – CiL: Plot of land on corner of Pershore Road – any updates/suggestions</p>																																							
Item 25/8, Finance	<p>a) Current Balances at 16th January 2025</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">Business Account:</td> <td style="width: 20%;"></td> <td style="width: 20%; text-align: right;">£55,421.03</td> </tr> <tr> <td></td> <td style="text-align: center;">TOTAL</td> <td style="text-align: right;">£55,421.33</td> </tr> </table> <p>b) Payments to report:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">Clerk’s expenses: Ink/postage</td> <td style="width: 20%;"></td> <td style="width: 20%; text-align: right;">£20.26</td> </tr> <tr> <td>Salary: November 2024</td> <td></td> <td style="text-align: right;">£323.92</td> </tr> <tr> <td>Pure Aluminium: VH windows/door (Legacy Project)</td> <td></td> <td style="text-align: right;">£6,457.82</td> </tr> <tr> <td>Salary: December 2024</td> <td></td> <td style="text-align: right;">£323.92</td> </tr> <tr> <td>Clerk’s back-pay Local Government salary award 2024</td> <td></td> <td style="text-align: right;">£122.85</td> </tr> <tr> <td>Medlock Electrical: Heaters (Legacy Project)</td> <td></td> <td style="text-align: right;">£1,124.44</td> </tr> <tr> <td>Village Hall hire: October meeting</td> <td></td> <td style="text-align: right;">£21.60</td> </tr> <tr> <td>Salary: January 2025</td> <td></td> <td style="text-align: right;">£337.57</td> </tr> <tr> <td></td> <td style="text-align: center;">TOTAL</td> <td style="text-align: right;">£8,732.38</td> </tr> </table> <p>Income to report:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">HMRC: VAT claim</td> <td style="width: 20%;"></td> <td style="width: 20%; text-align: right;">£1,203.56</td> </tr> <tr> <td></td> <td style="text-align: center;">TOTAL</td> <td style="text-align: right;">£1,203.56</td> </tr> </table> <p>c) Bank reconciliation (iii) December 2024</p> <p>d) Proposal to consider expenditure @ £199.00 for extension of warranty for VAS sign for 3 years.</p> <p>e) Proposal to approve expenditure @ £114.00 inc VAT for defibrillator electrode pack.</p> <p>e) Proposal to approve 2025/26 budget & resultant precept request: Tax base figures 2025/26 & potential precept options attached for consideration & approval.</p>	Business Account:		£55,421.03		TOTAL	£55,421.33	Clerk’s expenses: Ink/postage		£20.26	Salary: November 2024		£323.92	Pure Aluminium: VH windows/door (Legacy Project)		£6,457.82	Salary: December 2024		£323.92	Clerk’s back-pay Local Government salary award 2024		£122.85	Medlock Electrical: Heaters (Legacy Project)		£1,124.44	Village Hall hire: October meeting		£21.60	Salary: January 2025		£337.57		TOTAL	£8,732.38	HMRC: VAT claim		£1,203.56		TOTAL	£1,203.56
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Item 25/9, Planning	<p>W/23/02209/FUL: Land off Chapel Lane - Construction of 25 homes alongside provision of a new access road, SUDs and landscaping features - <i>pending decision</i>.</p> <p>W/23/02447/SCR: Land At (OS 9463 5414) Naunton Road, Naunton Beauchamp – 76 dwellings with access from the B4042 through its southern boundary. Request for a full environmental impact statement forwarded to WDC on 20/12/23. Objection completed on behalf of the parish council by planning consultant submitted July 2024 – <i>Decision pending</i> <i>*Footway proposals to remove all the hedging down the B4082 between College Road and Pershore Road to be discussed – any updates to share from highways planning consultant.</i></p> <p>W/24/01211/PIP at Land At (Os 9481 5346): Cowsden: A planning appeal has been lodged with The Planning Inspectorate against the Council’s decision for the proposed development. All correspondence and relevant documentation can be viewed on the Wychavon District Council website at www.wychavon.gov.uk under planning reference W/24/01211/PIP. The appeal will be determined on the basis of written representations. <i>No further updates at present.</i></p> <p>W/24/01732/PIP: Land at (OS 9425 5448), Pershore Road: Permission in Principle for 4 market dwellings and provision of public open space - comments of objection submitted to WDC 30/9/24. <i>Application approved for up to 2 market dwellings.</i></p> <p>W/24/02469/LB: Linnet Cottage, Owls End Lane - additional repair timber joints on the gable end and front elevation. <i>Application circulated 9/12/24 – decision pending.</i></p> <p>Coventry Arms development: <i>Updates from meeting with AG/DW and new owner 28/11/24.</i></p>																																							

Item 25/10, Correspondence

Flyford Parish Council	Details of road safety meeting on 21 st January 2025 at 7.30pm
Pershore Education Planning Area Review	Notice of agreement to extend the age ranges of all the first schools in the Pershore Education Planning Area to become primary schools. The middle schools in Pershore will no longer have a point of entry into Year 5 for September 2025, and Pershore High School's intake will be expanded to accommodate all Year 7 pupils in the area from September 2027.
SWDP Review	Further to comments submitted in respect of the South Worcestershire Development Plan Review, the Secretary of State has appointed two planning Inspectors to conduct an Examination into the soundness and legal compliance of the Plan. Ian Kemp will act as Programme Officer for the Examination and will be responsible for assisting the Inspectors with the administrative and procedural aspects of the Examination process & the primary point of contact for any queries.
WCC Streetscape Design Guide	Reminder of WCC's draft Streetscape Design Guide currently out for public engagement from Monday 4 November 2024 to Monday 27 January 2025 closing at midnight. Survey and design guide links: https://online1.snapsurveys.com/StreetscapeDG2024 https://www.worcestershire.gov.uk/sites/default/files/2024-11/Public%20Engagement%20-%20Draft%20Streetscape%20Design%20Guide_1.pdf
WDC	Town and Parish Council event on Thursday 6 March at 6pm – two places available per parish. (emailed 13 January.)