

**MINUTES OF THE REMOTE PARISH COUNCIL MEETING OF
RUSHWICK PARISH COUNCIL HELD ON
WEDNESDAY 8 JULY 2020 AT 7.30 PM**

Present: Cllr Jenkins, Cllr Khan, Cllr Williams, Cllr Wigglesworth & Cllr Rowley

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

1. Election of Chairman and signing of Declaration of Office
Cllr Robert Jenkins was nominated as Chairman and accepted the position. He verbally agreed to sign the Declaration of Acceptance of Office.
2. Appointment of Councillor by Co-Option – Cllr Carl Bryan was successfully co-opted as a councillor.
He verbally agreed to sign his Declaration of Acceptance of Office.
3. Apologies: Cllr Parker (Work) , Cllr Haywood (Personal) – Both accepted.
4. Declarations of Interest
 1. Register of Interests: Councilors 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

Public Question Time.

One member observed the Parish Council meeting - He did not wish to speak but had submitted a complaint to be addressed under agenda item 15.

Reports were received from County and District Councillors.

6. Minutes: Having been previously circulated the minutes of The Parish Council meeting of 10.06.2020 were signed as a true and correct record.
7. Progress Reports: No Matters arising from previous minutes. The Action Plan was reviewed and updated. The Parish Council had been seeking to develop a sublet agreement with Oldbury Park Tigers for use of the Playscape football pitch. As informed by WCC, without their prior consent, this would be in breach of the terms of their lease. The Council agreed to revert to a standard hire pitch agreement instead.
8. Parish Lengthsman Scheme: Update presented as per worksheet.
9. Finance
 1. Payment of accounts were authorised as per schedule.
 2. Monthly Bank Reconciliation Statement– For Information Only
 3. **RESOLVED:** To update bank signatory mandate to remove non members of the Parish Council and
replace with Cllrs Robert Jenkins and Christopher Williams.
 4. Budget Monitoring Comparison QTR 1 2020/21 – For Information Only
10. Planning: The following planning application was considered: -
Planning Application 20/00769/HP

Proposal: Single storey extension and relocation of boundary wall
Location: 36 Colonel Drive
Comments: No Objections

11. Reports from representatives: To receive an update

1. Report from Village Hall Committee: Cllr Rowley

The Village Hall has received £10000 grant from MHDC towards ongoing costs incurred whilst on lockdown.

a. Update on the Gift of Land from Kier

The transfer will take place imminently. The solicitor advised he will send out the necessary paperwork for completion.

2. Footpath Officers report: Cllr Williams

‘1. I have cut nettles and brambles - along the Teme, at Broadmore Green and in Claphill Lane.

2. I have responded to the email of 15th June from Claire Vaughn-Wood at MHDC re Walk/Run routes, and have asked for further information or clarification.

Responses are requested from parishes by Thursday 30th July. I may need a face to face (at two metres) with anyone who would like to help me with our submission, if any.

3. In connection with this I have visited all corners of the parish and plotted on an A4 sized map, every gate, kissing gate, stile and footbridge. ‘

Cllr Williams confirmed there may be some funding opportunity from Worcestershire Natural Networks to create a wild rich habitat which will include a free biodiversity assessment.

He will look into this further and report back at the next meeting.

3. Report from Playscape: Cllr Parker

Re-opening the play area – The aim is to open quickly and as safely as possible, adhering to the Government guidelines.

The Parish Council agreed it was important to reopen the play area as quickly but more importantly as safely as possible, especially as schools breaks up on the 17th July 2020 for the summer.

During lockdown, the ROSPA Playsafety report was received which requires two actions to be carried out. These are to remove the rotten wooden frame to the swing basket and to refurbish the zip wire. (Please note the refurbishment of the zip wire is covered under the S106 application).

A risk assessment is to be carried out to clean and tidy up the play area. This will involve cutting the grass around the play equipment, sanitizing the play equipment and displaying adequate signage. The onus will then lie with the parents to look after their children.

District Cllr Walton to obtain some signage from MHDC which the Parish Council could perhaps modify or use for display purposes. In the event he is unable to obtain this, Cllr Williams agreed to laminate some A3 signage referencing conduct. Cllr Jenkins to enquire about the price of plastic signage on a more permanent basis.

Cllr Wigglesworth asked if the car park to the play area could be repaired due to the dreadful state of the surface covered in potholes. District Cllr Walton agreed to refer to WCC.

Cllr Jenkins to provide a method statement. He will also follow up a contact regarding a hand sanitizer station (Contact details to be supplied by District Cllr Chambers).

A Working Party will meet on site on Saturday 18th July 2020 at 10.30am to clean and tidy the play area and display some notices in line with government guidelines. A call for volunteers to help is to be placed on the Village Facebook page. All help will be most welcomed.

The aim is to open the play area shortly afterwards subject to satisfactory compliance of the rules and the safety of all.

a. Update on S106 application for Playscape

MHDC is recommending approval of the S106 application and WCC is prepared in principle to give consent for the installation of the play equipment and storage facility but this is subject to agreeing terms.

A solicitor at the County Council is dealing with this matter and the letter of consent is being devised which will set out the terms. The solicitor will be in contact soon.

- b. To discuss bicycle trail for Playscape – This item was deferred in the absence of Cllr Parker and will be placed on the next agenda.

4. School Representative report: Cllr Wigglesworth

The Government has set out its intent and plan for all children to return to school full time from the start of September.

The aim will be to form year group bubbles with each group having their own breaks and lunchtimes. There will be staggered start and end times to the day. This will, of course, need careful planning and risk assessments.

So far, the closure of the playscape gate has caused no problems although we shall have to reconsider for September.

A huge thank you must go out to Mr Jeffrey our head and Mrs Hulls our deputy head and all the staff for all the hard work they have put in into keeping the school up and running and the children safe and happy from January and particularly through the pandemic. They have been magnificent and thoroughly deserve their summer break.

School breaks up Friday 17th July 2020.

The school library roof has finally been repaired allowing use of the library again.

5. Village Hall Development Committee: Cllr Khan – Nothing to report

12. Update on the Parish Neighbourhood Plan: Cllr Jenkins

Following the comments from the Parish Councillors last month, work on the plan has re-started based on the housing requirement in the current SWDP.

The next challenge is how to communicate the various aspects of the plan to the residents and to collect and assimilate their views in the current COVID-19 environment.

13. To discuss Website Accessibility Regulations – Guidance provided by CALC

The Clerk referred to the CALC and NALC documents. The Website Accessibility Regulations come into force on 23rd September 2020. As this Parish Council uses the My Parishes webpages, Worcestershire County Council have confirmed these will be compliant.

14. To offer support to the Fishing Club (via the Angling Trust) to offer fishing experiences for young people at no financial cost

Before the Parish Council can endorse this venture, they wish to see plan and how this is managed to ensure safety is accommodated.

15. Correspondence for Information: Circulated by the Clerk

Two complaints had been received: -

1. Parishioner Complaint – Opening of the play area and community involvement – Cllr Jenkins to reply.
2. Parishioner Complaint – Openness and Accountability referencing the Neighbourhood Development Plan and Social Media. A draft response to be devised by Cllr Jenkins and Cllr Khan to be shared with all councillors for agreement before submitting to the complainant.

Cllr Khan asked the District Councillors if they could find a contact who he could discuss the length of the My Parish Pages website address with.