

**MINUTES OF THE REMOTE PARISH COUNCIL MEETING OF
RUSHWICK PARISH COUNCIL HELD ON
WEDNESDAY 14 OCTOBER 2020 AT 7.30 PM**

Present: Cllr Jenkins (Chairman), Cllr Khan, Cllr Williams, Cllr Bryan, Cllr Rowley, Cllr Parker
& Cllr Haywood

In Attendance: Sharon Baxter (Clerk & Responsible Financial Officer)
District Councillor Walton plus 3 members of the public

1. Councillor Vacancy: No applications have been received to date. Please contact the Clerk if you are interested.
2. Apologies: Cllr Wigglesworth (Personal) - Accepted.
County Cllr Grove – Received
District Cllr Chambers - Received
3. Declarations of Interest
 1. Register of Interests: Councillors 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
4. 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

No Questions for Public Question Time, parishioners present observing only.

Reports were received from County and District Councillors – Available to view on the Parish Council website
In addition, Cllr Walton gave a comprehensive update on the Covid situation in the Malvern Hills Area advising this was in Tier 1 with no direct concerns.

5. Minutes: Having been previously circulated the minutes of The Parish Council meeting of 09.09.2020 were agreed as a true and correct record.
6. Progress Reports: No Matters arising from previous minutes. The Action Plan was reviewed and updated.
Cllr Jenkins to make contact with Oldbury Park Tigers to pursue the football pitch hire agreement.
A parishioner had kindly provided some information regarding companies supplying road planings and prices for aggregates and ballast to help facilitate repairs to the car park at the play area.
Clerk to obtain a copy of the Housing Needs Survey conducted by Wychavon/MHDC and distribute to councillors.
District Cllr Walton has reported the query regarding Stansfield House to Enforcement
7. Parish Lengthsman Scheme: No update available as worksheet not received. Clerk to chase.
8. Finance
 1. Payment of accounts as per schedule were authorised.
 2. Monthly Bank Reconciliation Statement– For Information Only
 3. Conclusion of Audit year ended 31 March 2020 – For Information Only
 4. Quarterly Budget Monitoring to 30.09.20 – For Information Only
9. Planning:
Planning Application No: 20/0130/HP
Location: Long Barn, Upper Wick Lane, Rushwick, Worcester, WR2 5SN
Proposal: Single storey rear extension to form a garden room.
Comments: No Objections

10. Reports from representatives: To receive an update

1. Report from Village Hall Committee: Cllr Rowley

‘We have a new member, Frank Jolley, our Booking Secretary, is joining the Committee.

Also, we regret that Stuart Davies, RADA Representative, has resigned from the committee due to him feeling vulnerable to Covid 19. RADA to be contacted to see if they wish to put someone else forward to join the committee.

The Village Hall is now open to all our regular users. Our Secretary, Debbie Rogers, has worked extremely hard to make sure all Covid 19 regulations are FULLY in place.

It was agreed to lower the hire charge for the village hall to £8 per hour until Christmas when it will be reviewed again. This is due to the fact that all the amenities are not available because of Covid.

It was suggested that Wi-Fi be installed in the Hall, it has been considered in the past but was rejected due to cost. It was agreed to make further enquiries regarding current costs and will be discussed again in the future. Next meeting: 21 October 2020 at 1900 hrs’

a. Update on the Gift of Land from Kier – Nothing further to update. Awaiting registration of title deed at HM Land Registry.

2. Footpath Officers report: Cllr Williams

- I linked up with the Footpath Officer for Cotheridge to repair two stiles in the field opposite Bransford Bridge lay-by.

- I enlisted the help of a parishioner from Christine Avenue, to widen the path through the Himalayan Balsam along the Teme.

- I have again cleared growth in the Broadmore Green path.

- I have re-inspected the stile beyond Edmonds' orchard, and find more work is to be done.

- Two stiles on the path between Broadmore Green and Claphill Lane need attention.’

Cllr Williams to supply details of three footpath locations he has identified with restricted pedestrian access. Clerk to report these to County Cllr Grove/WCC Countryside Access services to ask if these areas can be made accessible to the public.

3. Report from Playscape: Cllr Parker

A S106 grant has been successfully awarded from MHDC to Rushwick Parish Council for redevelopment of the play area. £37506.58 has been deposited into the bank account for this purpose. A letter is to be issued to Produlic who have been awarded the contract. It is anticipated that works could commence on redeveloping the play area in six weeks’ time, subject to agreement of terms and conditions. A map drawing is to be obtained of the proposed new play area which will be placed in the public domain. It is anticipated there will be minimum disruption but members of the public will be kept informed.

Cllr Parker highlighted the importance of the security access gate being locked at night, required to help prevent anti- social activity. Unfortunately, no Councillors were prepared to take over this role. Cllr Jenkins will seek help from a wider group of volunteers.

a. Progress update on football pitch hire agreement – Reported under Action Plan update.

b. Progress update on costs to facilitate car park repairs – It was agreed that repairs should be carried out after the contractors have completed work on redeveloping the play area.

f. To discuss bicycle trail for Playscape and whether to pursue – No progress made.

g. Proposal to formally dissolve Playscape. – Cllr Jenkins to obtain a legal opinion by supplying the Playscape constitution. RPC need to establish if Playscape by definition of the Association being *“two or more persons bound together for one or more common purposes”* and not having its own a legal personality, should the number of Association members fall below two, the Association’s contract is discharged.” is dissolved by default or whether a formal resolution is required to dissolve it.

h. Proposal to investigate dormant Playscape bank account with a view to transferring funds to Rushwick Parish Council for ongoing maintenance costs of the play area.

Dependent on the legal status of Playscape the assets should automatically be returned to the Parish Council. This is something that needs to be established with the solicitor.

4. School Representative report: Cllr Wigglesworth

‘ The Reception class has now returned to school full time. The children are very happy and doing incredibly well.

There are now 166 pupils on roll a year on year rise.

Due to Covid-19 Parents consultations will take place either remotely by Zoom or by telephone.

In the event of individuals needing to self-isolate or bubbles or indeed the whole school having to be locked down for a period of time then the school’s Remote Learning Policy will come into operation for every child involved.’

5. Village Hall Development Committee: Cllr Khan

The Village Hall Development Committee has not met in the last month therefore nothing to report.

11. Update on the Parish Neighbourhood Plan: Cllr Jenkins

‘ It is evident that COVID restrictions are not going to be relaxed this year and most likely not before next spring. To progress the plan, we need to consult with the village in some manner. The government has issued guidance on the impact of COVID on neighbourhood planning. An excerpt from this guidance is given below

“The government has been clear that all members of society are required to adhere to guidance to help combat the spread of coronavirus (COVID-19). The guidance has implications for neighbourhood planning including: the referendum process; decision-making; oral representations for examinations. public consultation; and the Community Infrastructure Levy. This planning guidance supersedes any relevant aspects of current guidance on neighbourhood planning, including in paragraphs 007, 056, 057, 061 and 081 until further notice.

Public consultation: The Neighbourhood Planning (General) Regulations 2012 require neighbourhood planning groups and local planning authorities to undertake publicity in a manner that is likely to bring it to the attention of people who live, work, or carry on business in the neighbourhood area at particular stages of the process. It is not mandatory that engagement is undertaken using face-to-face methods. However, to demonstrate that all groups in the community have been sufficiently engaged, such as with those without internet access, more targeted methods may be needed including by telephone or in writing. Local planning authorities may be able to advise neighbourhood planning groups on suitable methods and how to reach certain groups in the community.

There are also requirements in the Neighbourhood Planning (General) Regulations 2012 that require at some stages of the process for neighbourhood planning groups and local planning authorities to publicise the neighbourhood planning proposal and publish details of where and when documents can be inspected. It is not mandatory for copies of documents to be made available at a physical location. They may be held available online. Local planning authorities may be able to advise neighbourhood planning groups on suitable methods that will provide communities with access to physical copies of documents.”

Actions agreed include:

1. Prepare a simple summary document to include policies under following four headings
 - a. Housing Requirements and Needs,
 - b. Green Spaces and footpaths,
 - c. Significant views, and
 - d. Design requirements. (Cllr Walton to supply name of MHDC Officer)
2. Distribute a flyer to all households either containing the summary or notice of where to find it on the website
3. Organise an open zoom meeting to receive comments and/or give an address where comments can be sent.’

12. To discuss installation of dog waste bins
A discussion took place as to whether the whole village has a problem with dog fouling or if this is restricted to specific areas. Cllr Bryan to identify locations where bins might be required, and the costs associated with purchasing and installing new bins plus liaising with MHDC to establish if they would be prepared to empty them on their weekly refuse collection. He will report back to the parish council his findings.

13. Correspondence for Information: Circulated by the Clerk
Further correspondence from parishioner dated 14.10.2020 unsatisfactory response Re: Openness and Accountability.
Two parishioners raised concerns with land to the north side of the A44 Worcester – Bromyard Road where some building works seems to be carried out in the old damson orchard. They were wondering whether planning permission was necessary or had been obtained. District Cllr Walton had referred this request to Enforcement to progress further and has advised the concerned parishioners of the situation.

14. Councillors’ reports and items for future agendas
a. Update on SWDPR Parish & Town Briefing 07.10.2020 6-7.30pm
Unfortunately, Cllr Bryan was not provided with access details and therefore unable to join this briefing. District Cllr Walton provided an overview. In brief the process/results have been delayed by one year due to several tests not being completed because civilisation is not acting normally at the moment. and certain factors cannot be measured. This includes the Environmental Effects and Traffic Density.
There were concerns about MHDC Housing Supply and speculative development. MHDC can demonstrate it has 8.5 years of Housing Land Supply when only 5 is required. October was muted to thank people for their contribution to this consultation but this has now been delayed until spring of next year.

Cllr Khan commented on the sinking entrance to the field gate entrance located on Claphill Lane
He also asked if the mobile VAS sign was in operation and if this could be relocated on the opposite side of the road in Claphill Lane to alert motorists travelling in the opposite direction. Clerk to refer this request to the Lengthsman and seek permission from WCC regarding moving the VAS sign onto different street furniture (if required).

Cllr Bryan referenced an email communication from a parishioner regarding the Ashpath and planning application 16/00278/REM. It was established building development can legitimately take place here. Cllr Jenkins to devise a response to send back to the concerned parishioner.

Cllr Ian Parker confirmed, after much deliberation, this would be his last meeting and tendered his resignation with immediate effect. As a long serving councillor, of nearly 28 years, Heartfelt thanks were expressed to his contribution and efforts in serving the Parish Council and local community, especially ensuring that people had access to the Village Green's car park of which his responsibilities included opening and closing the gates every day and night and litter picking.
Cllr. Parker said that he felt that it was the right time to handover his role of Parish Councillor to the next generation of Rushwick residents who may consider taking on a role to serve the local community.

Meeting closed at 20.48 PM

Signed Chairman..... Date.....