



## **RIPPLE PARISH COUNCIL MEETING**

**Minutes of the Meeting held 28 February 2022 at Ripple Parish Hall**

**Present:** Cllrs. M. Peters (Chairman), M. Baum, T. Armitt, M Davis,

**Attendees:** Clerk/RFO M Hinde, and 5 members of the public

**28.02.22.1 The Chairman will formally ask if anyone is intending on recording or filming the meeting.**

There were no requests to record or film the meeting

**28.02.22.2 To elect a new Vice Chairman**

Cllr Baum was nominated by Cllr Armitt and seconded by Cllr Davis. Cllr Baum was unanimously elected and signed the acceptance of office.

**Proposed** – Cllr. Armitt      **Seconded** – Cllr. Davis

**28.02.22.3 To receive comments from the public - no decisions will be made on issues raised. Any items requiring decisions will be added to the agenda for the next meeting (NB Councils cannot lawfully decide items of business that are not specified on the agenda (LGA1972 Sch 12, paras 10(2)(b) and Longfield Parish Council v Wright (1918) 88 LJ Ch 119)**

**Resident 1 – Raised concerns regarding speeding in the parish and the lack of enforcement from the police.**

Cllr Baum explained the process and that speed watch Pick up 5-7 people on average an hour. If the driver is a first-time offender a letter will be sent. If the driver is a regular offender, the will police go and visit them.

She also explained that although speed watch acts as a deterrent it is dependent on weather conditions and can't be when it is raining, foggy or dark. The speed watch group are also lacking volunteers and there must be 3 people out at any one time.

Chairman advised that the council had previously discussed the options available to them which were to up bollards up on the Ryall Road so it cannot be used to cut through or to get more enforcement from police which is unlikely to happen.

**Resident 2 – Asked if the council could consider the option of putting up motorised bollards?**

The Chairman advised the council could consider this on a future agenda, but the problem would be the cost.

**Resident 3 – Repeated their request from the previous meeting about the installation of white village**

The Chairman advised this was on the agenda and would be discussed on that agenda item

**28.02.22.4 To note apologies for absence**

Cllr D. Long and C. Cllr Allen

**28.02.22.5 To receive declarations of interest for items on the agenda below (Localism Act 2011) and to confirm the meeting quorate**

There were no declarations of interest, and the meeting was declared quorate

**28.02.22.6 To confirm and agree minutes of the Parish Council Meeting held on 17 January 2022**

Council **APPROVED** minutes of the meeting held on 17 January 2022

**Proposed** Cllr Armitt                      **Seconded** Cllr Baum

**28.02.22.7 To receive County Councillors report and agree actions**

Cllr Allen supplied a report as per **APPENDIX 1**.

**28.02.22.8 To receive District Councillors Report and agree actions**

The district councillor advised that speeding is also a big problem across other parishes and advised the council to consider liaising with other parishes to see if the costs of speeding equipment could be split.

Cllr. Owenson also advised that there was a growing desire in other parishes to create a local plan. This is partly as a result from the last MHDC meeting which delayed SWDP review for travel sites and not being able to supply a 5 year land supply. Parishes would gain extra protection if they created a local plan.

Finally, the council were advised that the results of residence survey have been published but not released in the press. The council are advised to look them up to gain an understanding on what residents are currently concerned about.

Cllr Baum raised the current boundary review and that the council had been approached by Upton who wanted to join with Ripple. It is the councils desire to join with the smaller parishes as currently proposed.

Cllr Owenson advised the council to put in another letter to confirm if they support the boundary review or not. He also advised that it support the council's argument if they were to state Bushley and Queenhill used to be part of the Ripple Ward and therefore there is more of a link between the parishes.

The Chairman confirmed he would send a letter.

**28.02.22.9 Finance, all documents circulated prior to the meeting**

**28.02.22.9a To approve Bank Reconciliation and Budget Monitoring Report Up to 12<sup>th</sup> January 2022**

Council **APPROVED** Bank Reconciliation and Budget Monitoring Report as per **Appendix 2**

**Proposed** Cllr Davis                      **Seconded** Cllr Baum

**28.02.22.9b To consider and resolve to agree Payment List and payments made since last meeting.**

Council **APPROVED** Payments List totalling £345.29 as per **Appendix 3**

**Proposed** Cllr Baum                      **Seconded** Cllr Armitt

**28.02.22.10 To review working groups and agree actions**

Council agreed working groups to be amended as per **Appendix 4**

**28.02.22.11 To review the handling of social media and agree actions**

The council **AGREED** to defer to next meeting.

**28.02.22.12 To consider the implementation of a social media policy and agree actions**

Council **AGREED** to implement a social media policy.

CLERK TO ACTION REMOVE MY SPACE

**28.02.22.13 To discuss the possibility of installing white village gates in Ripple**

The council considered this to be a good idea and asked the Clerk to obtain more details on cost so it could be discussed at the next agenda.

District Councillor Owenson Left at 19:59

**28.02.22.14 To organise a date for the parish litter pick**

The council agreed to meet on 2<sup>nd</sup> April to complete a parish litter pick. The Clerk will arrange litter pickers and bags from MHDC. Agreed meeting places were the Bluebell at 9:30 for Ryall and the Railway Inn at 9:30 for Ripple/Uckinghall.

**28.02.22.15 To receive an update on the lottery grant application for the litter bins and agree actions**

Chairman agreed to follow this up with Cllr Weyman who was not in attendance.

**28.02.22.16 To discuss the purchase of Smart Water and Locks for the Naunton defibrillator and agree actions**

Cllr Davis advised that since asking for this to be an agenda item the village has decided not to lock the cabinet. Cllr Davis instead requested the clerk review the insurance to ensure the unit is still insured without a lock.

Cllr Davis also advised that to protect the unit the council could consider the purchase of Smart Water. The council agreed to look into costs and this item would be added to the next agenda.

**28.02.22.17 To discuss forming a working group for the roundabout monument and agree Actions**

Cllr Davis volunteered to be part of a working group for the roundabout monument. The council requested the clerk email Earls Croome and Upton to ask for representatives to join Cllr Davis on the roundabout working group.

**28.02.22.18 To review quotes for the installation of the Ripple Noticeboard**

The council **AGREED** that the noticeboard would be installed by either the Lengthsman or the Handyman. Delivery of the noticeboard would be to Cllr Peters.

**28.02.22.19 To discuss footpaths and agree actions**

The Footpath officer is currently working with a resident who has raised valid concerns regarding the footpaths. Worcestershire County Council are starting to act on these issues.

**28.02.22.20 To review quotes for the VAS and agree actions**

The council **AGREED** to defer this item to the April agenda so that the council can

apply for the grant in the new financial year.

**28.02.22.21 To discuss the Queens Jubilee and agree actions**

The council **AGREED** that they would not be organising any events but would support locals who want to organise something.

**28.02.22.22 To discuss the following planning applications/appeals made since the last meeting and agree actions:**

**28.02.22.2a M/22/00044/HP Dingle Dell Ryall Meadow Ryall**

The Council had no objections to this application and recommended approval.

**28.02.22.22b M/22/00068/GPDE 36 The Woodlands Ryall**

The Council had no objections to this application and recommended approval.

**28.02.22.22c 19/000048/CM Bow Farm**

The parish council recommended refusal to this application.

**28.02.22.23 To appoint an Internal Auditor.**

Council **AGREED** to use previous Auditor. The Chairman will contact him to organise.

**28.02.22.24 To receive agenda items for the next meeting of the council – 11<sup>th</sup> April**

Social Media  
Bins – definitive decision.  
Smart Water  
Village Gates  
VAS Quotes

**Meeting Close: 20:34**

Signed \_\_\_\_\_

Dated \_\_\_\_\_



**APPENDIX 1**

**COUNTY COUNCILLOR MARTIN ALLEN**

**EMAILED REPORT TO RIPPLE PARISH COUNCIL**

**FEBRUARY 2022**

**A38 ROUNDABOUT**

There is a CLG meeting soon, could you please have any questions emailed in before the meeting.

Due to the weather the two nights when part of the A4104 is to be closed has been delayed, no new dates have been set. I have already asked if the Ryall Road could be closed to through traffic during these two nights, it has been made clear to me that the Ryall Road is going to remain open, Highways will not agree to close it, sorry.

**COMMUNITY ACTION**

The first five weeks figures are listed below, Community Action believe that the numbers have fallen due to the weather, they can see this across all minibuses they provide.



I urge you to keep letting residents know about this service.

WEEK 1 26<sup>TH</sup> JAN 2022

6 USERS

2 X RYALL, 2 X BLUE BELL, 1 X GRAFTONS, 1 X UCKINGHALL

WEEK 2 2<sup>ND</sup> FEB 2022

5 USERS

2 X RYALL, 1 X GAFTONS, 1 X EARLS CROOME, 1 X UCKINGHALL

WEEK 3 9<sup>TH</sup> FEB 2022

6 USERS

2 X RIPPLE, 2 X TUNNEL HILL, 1 X EARLS CROOME, 1 X RYALL ROAD

WEEK 4 16<sup>TH</sup> FEB 2022

4 USERS

2 X TUNNEL HILL, 1 X EARLS CROOME GARDEN SERVICE,

1 X VILLAGE HALL EARLS CROOME

WEEK 23<sup>RD</sup> FEB 2022

2 USERS

1 X GRAFTONS AND 1 X BEECHES.

#### A4104 OVERTAKING ISLANDS LIGHTS X 3

The new reflective bollards have been installed, these do not use electricity and are easier to replace when hit.

The very large bushes on the right-hand side as you go into Upton did obstructs the view of oncoming traffic when trying to cross from North to South have been cut back the visibility splays are much improved. I have now been told that they will be cut back annually.

#### A4104 CROSSING

I have sent you an email about this 19/01/22.

We will now not hear anything more about this until the summer when this matter will go out to consultation. As I have already said the work cannot be done until the new roundabout is completed. I have asked if this work can be tagged on the end of the new roundabout so that the existing workforce who are present can be utilised. It was thought by WCC that my idea was a good one and they would consider it.

#### HIGHWAYS SECTION 106 FUNDS



The collected funds are listed below, I know you may be interested in using some of the funds for the purchase of land by the village hall. We will have to see what if any monies are left once the cost of the refuge island is known.

Planning Reference	Contribution Named	Use of funds as stated in S106 agreement	Notes	Amount
15/00684/FUL	Local Passenger Transport and Walk and Cycle Link	towards local Passenger Transport and Walk and Cycle Link Schemes on the A4104 between Holly Green and the B4211 to provide infrastructure to support local PT services and improvements to walking and cycling connectivity within the existing network	£79,944 less £30,000 (Transport) = £49,944	£49,944
	Pedestrian Crossing	towards the provision of an uncontrolled pedestrian crossing (as shown on the Pedestrian Crossing Plan) to allow access to the opposite bus stop		£3,262
15/00453/S73	Highway Improvements Works	towards local passenger transport and walk and cycle link schemes on the A4104 between Holly Green and the B4211 to provide infrastructure to support local passenger transport services and improvements to walking and cycling connectivity within the existing network		£16,245.70



# Ripple

PARISH COUNCIL

	Pedestrian Crossing	the provision of an uncontrolled pedestrian crossing to be located at Ryall Road (or such other location to be agreed by the County Council that complies with Regulations 122 and 123 of the Community Infrastructure Regulations 2010	£3,280.80
			£72,732.50

## BOW FARM

This has again been delayed in going to the Planning and Regulatory Committee we do not yet have a date when it will appear. I do note that there is now a proposed access onto the A38 so that traffic will not go through Ripple. I have been told that WCC will only be voting on the parts that come under WCC, and that Officers have still not formed a view if they will recommend acceptance or refusal for this.

## CEMEX

This has moved forward; the revised applications are for alterations to allow the rowing lake and other changes to take place. The original application which was passed still stands. I hope to see this come in front of the planning committee soon.

## DEFIBRILLATOR



I was very happy to see this is now installed. Can I thank everyone who has been involved.

Regards

Martin.

**Appendix 2**

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# Ripple

PARISH COUNCIL

25 February 2022 (2021 - 2022)

## Ripple Parish Council

Prepared by: \_\_\_\_\_ Date: \_\_\_\_\_  
*Name and Role (Clerk/RFO etc)*

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_  
*Name and Role (RFO/Chair of Finance etc)*

	<b>Bank Reconciliation at 25/02/2022</b>			
	Cash in Hand 01/04/2021			23,794.21
	<b>ADD</b>			
	Receipts 01/04/2021 - 25/02/2022			29,319.69
				53,113.90
	<b>SUBTRACT</b>			
	Payments 01/04/2021 - 25/02/2022			25,625.64
<b>A</b>	<b>Cash in Hand 25/02/2022</b> (per Cash Book)			<b>27,488.26</b>
	Cash in hand per Bank Statements			
	Petty Cash	09/09/2021	0.00	
	Deposit Account	30/11/2021	15,057.48	
	Current Account	12/01/2022	12,430.78	
				<b>27,488.26</b>
	Less unrepresented payments			
				27,488.26
	Plus unrepresented receipts			
<b>B</b>	<b>Adjusted Bank Balance</b>			<b>27,488.26</b>
	<b>A = B Checks out OK</b>			



**Ripple Parish Council  
Detailed Budget Summary**

25 February 2022 (2021 - 2022)

All Cost Centres and Codes (Between 01/04/2021 and 31/03/2022)

Expenditure	Last Year				Current Year 2021 - 2022						Next Year 2022-2023	
	Receipts		Payments		Receipts			Payments			Receipts	Payments
	Budget	Actual	Budget	Actual	Budget	Actual	Forecast	Budget	Actual	Forecast	Budget	Budget
7 Subscriptions								1,200.00	845.68			850.00
8 Newsletter/Adverts/Flyers/Me								1,500.00	170.00	34.00		1,000.00
9 Donations								750.00	85.98	17.20		108.00
10 Insurance								600.00	567.27	113.45		567.00
11 Grass Cutting/Trees								5,000.00	5,033.83			3,300.00
12 Lengthsman								3,000.00	3,810.00	762.00		3,500.00
13 Chairmans Allowance								100.00				100.00
14 Prof Fees/Audit								750.00	440.00	88.00		700.00
15 Clerks Expenses								500.00	270.05	54.01		600.00
16 Clerks Salary								6,250.00	6,809.02	1,361.80		8,300.00
17 Annual Public Meeting								750.00				750.00
18 Hall Hire								250.00	96.00	19.20		250.00
19 Repairs								500.00				500.00
20 Vehicle Activated Sign								200.00				2,000.00
21 Recreation Ground Refurbish								2,000.00	1,640.00	328.00		2,500.00
22 Tree Survey/Maintenance								1,500.00	50.00	10.00		1,000.00
23 Website								1,000.00				1,000.00
24 Admin/Training								1,000.00	120.30	24.06		716.00
25 Clerks Equipment								1,000.00	987.81			500.00
27 DEFIBRILATOR								4,000.00	2,380.00			660.00
<b>SUB TOTAL</b>								<b>31,850.00</b>	<b>23,305.94</b>	<b>2,811.72</b>		<b>28,901.00</b>

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**APPENDIX 3**

<b>Payee</b>	<b>Reason</b>	<b>Amount</b>
Lengthsman	Worksheet	320
M Hinde	Mileage 14@0.45	6.3
M Hinde	Print Cartridge	18.99
<b>Total</b>		<b>£345.29</b>

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## **APPENDIX 4**

### **Working Groups and Membership of Liaison Groups**

#### **Management Group.**

The Management Group will consist of the Chairman, Vice Chairman and Clerk of the Council. It will meet prior to each scheduled Parish Council Meeting, or as required by the Chairman or Clerk, providing a sounding board and an opportunity to review progress on our theme action plans and to coordinate internal management issues. The Group may also represent RPC to related outside bodies such as local liaison groups. All proposals will be brought to the full Council for agreement. There will be no Notice of meetings but short notes will be taken.

#### **Urgent Decisions Group.**

The Group will consist of the Clerk, Chairman and Vice Chairman of the Council. Urgent decisions required between scheduled meetings of the Council are delegated to the Clerk in consultation with the Chairman and Vice Chairman of the Council. Expenditure under this delegation is limited to £250 per incidence. Decisions under this delegation will be reported to and minuted at the next Council Meeting. Under this delegation, where appropriate, the Clerk may decide that an Extraordinary Meeting of the Council be called to deal with a matter.

#### **Planning Working Group.**

The Council, as a Statutory Consultee, delegates all decisions arising under Development Control to the Clerk in consultation with Councillors determined to make up the Planning Working Group.

The Planning working group will consist of 3 Members of the Council:- Councillors Maggi Davis, Marian Baum and Tim Armitt. On receipt of a Planning Consultation request The Clerk will circulate details to all Members of the Council in order that they may feedback any initial comments to Members of the Planning Working Group.

The Planning Working Group will research and comment on a consultation response in the form of a working paper. In the event that the Consultation response deadline expires prior to the next available Council, the working paper will be forwarded to The Clerk (with copies to all Members), who under delegated powers will forward a response to the Planning Authority. The delegated case response will then be reported to the next available Council Meeting and included as an Agenda item. Consultation may be by correspondence, including E Mail, or in person. It may take place at meetings of the Council or its Committees.

In the event of a Consultation deadline response date falling post the next available Council Meeting date the Planning working Group may present the case working papers directly to that meeting for decisions to be recorded in the minutes. The Clerk will forward the agreed response to the Planning



Authority. Under delegation to the Clerk, and in particular with regard to controversial or major development proposals, the Clerk in consultation with the Chairman, may decide that a parish meeting and/or extraordinary meeting of the Council be called to consider the matter or that the matter be referred to next Council meeting, whichever is appropriate.

All arrangements for site visits will be coordinated by the Clerk, who will ensure that Councillors are aware of the protocols to be followed during the site visit.

#### **Environment and Transport.**

The Group will lead on issues and initiatives on improving community safety, and maintaining good environmental practices in respect of policies and actions pursued by the Council. Areas covered will include parking issues, tree maintenance, the provision of waste bins, and work on improving transport within the parish.

The group will work in conjunction and under the delegation of the Clerk and will report to the Full Council at each meeting. The members of the group are Councillors Tim Armitt and Maggi Davis.

#### **Finance**

The Clerk as Responsible Officer will report on all matters relating to the Councils Finances at each Council Meeting. This will include matters relating to adherence to the Budget and Budget setting at the appropriate times of the Financial Year.

Approval will be sought at each meeting for payment of outstanding invoices. Any Payments made under Urgent Procedures will be reported to the meeting.

#### **Communication and Social Media.**

TBC appointed to administer the Councils Social Media Channels. The Social Media Channels will be administered for the purposes of publicising the business of the Parish Council and will be moderated to ensure that it is non-political and not utilised as a public forum to comment on individual Members of the Council or its employees.

Comments from residents will be considered and if appropriate reported to the Management Group for potential inclusion as a future Agenda item or a resident may be advised to raise their issue as part of Public Question Time at a full Council meeting. The site may be used to publicise or advertise third party public information which advances the aims and policies of the Council and acts as a public service to residents. The site must not be used for Commercial advertising. The Member will also act in support of the Clerk in updating the Councils Web Page with time sensitive information in the absence of the Clerk due to sickness or holidays, or if technical issues prevent the Clerk from doing so. The Member will report directly to the Council.

#### **Footpaths Officer**





The Footpaths Officer will liaise closely with the Worcestershire County Council Footpaths Officer and must undertake their appropriate training. The Officer may be assisted in this role by residents who are not Members of the Council but who have been approved by the Council to undertake the role. The Footpaths Officer will report directly to the Council. The roles are currently subject to approval. Staff and Training The Clerk will distribute all publicity material received on training from CALC, the County and District Councils, and will invite Members to express an interest in attending a particular course. Approval for attending will be verified at the next available Council Meeting.

**Upton Town Partnership**

Councillor Roger Sutton is appointed to attend meetings of the Upton Town Partnership and will verbally report to the next available Council meeting following a group meeting.

**Upton Villages Together-Library**

Councillor Keith Weyman is appointed to attend meetings of the Upton Town Partnership and will verbally report to the next available Council following a Group meeting.

**Cemex Liaison Group.**

Councillor Mark Peters is appointed to attend meetings of the Cemex Liaison Group and will verbally report to the next available Council meeting following a Group meeting.

**A38/A4104 Roundabout-Community Liaison Group**

Councillor Marian Baum is appointed to attend meetings of the Upton Town Partnership and will verbally report to the next available Council meeting following a Group meeting.

Council Meeting 28/02/2022