

**The Minutes of the Meeting of Pendock Parish Council
held via Zoom videoconference at 7.00pm on Tuesday 16th March 2021**

Present: Cllrs. Trevor Bell (Chair), Sue Giles (Vice-Chair), John Davison, Martin Embley, Simon Fellows and Robin Williams.

In attendance: County Cllr. Tom Wells, District Cllr. Bronwen Behan 1 member of the public and the Parish Clerk

There were no matters for discussion before the meeting so no adjournment for the discussion of views.

- 1. Apologies:** None.
- 2. Declaration of Interests:** Cllrs Bell, Fellows and Williams declared an interest in item 4 on the agenda and were excused from the discussion and vote. All Councillors were reminded of their duty to keep their register of interests updated.
- 3. Minutes:** The minutes of the Parish Council meeting held on 9th December 2020 were approved. The Clerk to arrange for the minutes to be signed by the Chair.
- 4. Co-option of Councillor:** The Parish Council received two applications for the casual vacancy. Following a vote by the eligible Councillors, Ernest Platt was voted onto the Parish Council by a majority vote. Cllr. Platt was welcomed onto the council. The Clerk to arrange for Cllr. Platt to sign the Declaration of Office.
- 5. Road Safety Working Party Update:** The Working Party reported:
 - a. Speed:** The new Vehicle Activated Sign (VAS) has been received and the Clerk is waiting for the posts to be installed before asking the lengthsman to put the VAS up. The Working Party to agree the VAS battery changing and rotation. The new gates are due to be installed by the end of March 2021.
 - b. School Safety:** Cllr. Bell wrote to Worcestershire County Council requesting that they review their position on Pendock School not meeting the eligibility for School Safety zone flashing lights. As a result of that and following discussions with District Cllr. Wells Worcestershire County Council has agreed to the safety zone being implemented. They have agreed to fund the flashing lights with District Cllr. Wells funding the connection. It is expected that installation will be in the Summer.
 - c. Bus Shelter:** A survey has been completed on the condition of the bus shelter. The funding for this was approved outside of the meeting by all Councillors. As a result of this survey, Worcestershire County Council has been approached again to review their opinion on the use of the bus shelter.

DRAFT Minutes of Pendock Parish Council 16th March 2021

Cllr. Bell advised that Pendock Parish Council was disappointed that Cllr. Well's report published in the local Parish Magazine made no reference to the involvement of the Parish Council. Cllr. Wells advised that the piece was written in this way as he was to fund the majority of the initiative. This notwithstanding, Cllr. Bell requested that future pieces written by either party on matters where multi party involvement had occurred included reference to the involvement of the other so that the parishioners are aware of each party's involvement.

6. Progress Reports:

- a. **Litter / Dog Bins in the Parish:** The bins have now been installed.
- b. **Parish Council Website Update:** Where outstanding, Councillors were reminded to send the Clerk their bio.
- c. **Neighbourhood Watch:** The Neighbourhood Watch signs have yet to be delivered. Interest in the scheme is high with messages being relayed between members of any incidents.
- d. **Village Hall update:** A further £8,435.79 has been received in grants for lockdown during COVID-19.
- e. **New Street Name Request:** Pendock Gardens has been confirmed as the new name for the houses being built down Pendock Road.

7. Action Reports: The Action Tracker was reviewed. The updated report is attached to these minutes.

8. Finance Report: The Council approved the following:

Pendock Parish Council Financials 2020/21

Transactions since last meeting:

<u>Details</u>	<u>Current Account</u>		<u>Investment Account</u>	
	<u>Income</u>	<u>Expenditure</u>	<u>Income</u>	<u>Expenditure</u>
Opening balance: 01/11/20 (taken from last reported bank statement)	£2,227.23		£3,738.94	
Actuals				
Interest			£0.15	
Lengthsman	£590.00	-£472.00		
Borrow with Pendock PCC		-£250.00		
Salary		-£330.00		
Defibrillator		-£86.22		

DRAFT Minutes of Pendock Parish Council 16th March 2021

Contingency (Speed signs)	-£66.30	
Single Farm Payment		£1,408.46
Sub Total:	£590.00 -£1,204.52	£1,408.61 £0.00
	£1,612.71	£5,147.55

Balance per banksheet:

Current a/c date: 26/02/21	£1,612.71
Investment a/c date: 26/02/21	£5,147.55
	£6,760.26

Outstanding Transactions:

(To be reported on in next meeting)

Cheque number: 696	-£119.94
Cheque number: 698	-£169.51

Sub Total:	£0.00	-£289.45
------------	-------	----------

Closing balance: 28/02/2021

(including outstanding transactions)

Current account:	£1,323.26
Investment account:	£5,147.55
	£6,470.81

- a. Due to damage caused by water leaking into the cabinet, spare parts were purchased for the defibrillator. The defibrillator was repaired free of charge by a local electrician. The Clerk to send a thank you letter on behalf of the Parish Council. It was agreed that any spares or replacement parts required for the Parish Council defibrillator can be purchased without the prior agreement of the Parish Council and reported on at the next Parish Council meeting.

- b. Following the flooding at Pendock Cross in December 2020, a bag of sand was purchased to replace the sand used by residents to fill sandbags used to protect their properties from the floods.

DRAFT Minutes of Pendock Parish Council 16th March 2021

9. Lengthsman Report: The lengthsman has provided a report with two areas of concern:

- a. As a result of the ditch being cleared in Netherley Lane, one of the Rights of Way no longer has access to it. The Clerk to report Worcestershire County Council.
- b. That the pole erected for the Vehicle Activation Sign on Gloucester Road south of Pendock cross is not safe to get access to. The Clerk to report to Worcestershire Highways.

10. Training: Cllr. Giles attended the Affordable Housing training session. The key message is for more engagement with Parish Councils on requirements for any affordable housing. A short survey is due to be issued to Parish Councils to capture those requirements.

11. Consultation on Statement of Community Involvement: No comments were received.

12. Correspondence:

- a. **Planning Notices:** APP/J1860/W/20/3261371 – Van Der Hills Nurseries Land at (OS 7844 3290). The appeal has been dismissed.
- b. **Public Right of Way:** As the landlords of Pendock Moor, the Parish Council has been approached to see if they will support an application for a right of way across the Moors. Following a discussion, the Parish Council's position on this matter is that they are currently unable to support or object to the proposals but, as an involved landowner, would consider and respond to any future contact in this regard from The Countryside Service.
- c. **COVID Breaches and other complaints:** The Parish Council has received reports of breaches of rules during lockdown which have been reported to the police. Planning enforcement has been requested to investigate if properties let out as long-term holiday lets are in breach of their planning approvals.

13. District/County Councillors Report: The District Councillor provided the following report:

District Councillor Behan reported:

- a. The election for County Councillors and the Police and Crime Commissioners is on 6th May 2021. The deadline for applying for postal votes is 5pm on 20th April 2021 and for proxy voting by 5pm on 27th April 2021. It is yet to be determined how people self-isolating will vote.
- b. The tenure of affordable housing has changed over the years and now falls into 4 categories: Starter Homes; Right To Buy; Shared Ownership and Rural Housing.

DRAFT Minutes of Pendock Parish Council 16th March 2021

County Councillor Wells reported:

- a. County Councillor Wells will be standing as an independent at the elections on the 6th of May 2021.
- b. A review is due to be held with schools in the county to determine what needs to be done to help the schools, pupils, and teachers to catch up following the disruption due to COVID-19 and the challenges that were faced.

14. Councillor’s reports and items for future agenda: None requested.

15. Provisional Date of Annual General Meeting: The provisional date for the Annual Parish Meeting is 7.00pm on Wednesday 5th May 2021 followed by the Annual Parish Council Meeting. The date and location to be confirmed dependent upon prevailing legislation concerning virtual meetings. The Clerk will advise accordingly when the legal status of virtual meetings has been ratified.

The meeting ended at 8.22pm.

Signed

Date.....

Chair



DRAFT Minutes of Pendock Parish Council 16th March 2021

Action Point Progress - Pendock Parish Council						
AP No.	Meeting Raised	Action	Update	Date of latest Update	Owner (s)	Status
1	09/12/2020	To contact Worcestershire CC to ask them to reconsider their decision on providing flashing lights outside of the school.	The Chair wrote to Worcestershire CC which proved helpful in their change of mind in providing the flashing lights.	16/03/2021	The Chair	Closed
2	09/12/2020	To find out who owns Grafton Lane and contact them regarding the condition of the road near the recycling bins.	WCC has responded that Grafton Road is not their responsibility, however the PC has been told that the concrete road near the recycling bins is WCC's responsibility. The Clerk to challenge WCC's findings.	16/03/2021	The Clerk	Ongoing
3	09/12/2020	To contact the lengthsman to clear the shrubbery at the bus shelter.	The lengthsman has cleared shrubbery as much as possible without using heavy duty tools.	16/03/2021	The Clerk	Closed
4	16/03/2021	To arrange for the Chair to sign the minutes.			The Clerk	New
5	16/03/2021	To arrange for Cllr. Platt to sign the Declaration of Office			The Clerk	New
6	16/03/2021	To write to the electrician thanking him for repairing the defibrillator			The Clerk	New
7	16/03/2021	Report the lack of right of way access in Netherley Lane			The Clerk	New
8	16/03/2021	Report the VAS post as being not safely accessible.			The Clerk	New
9	16/03/2021	Rotation schedule for the 2 VAS and their battery changing			Road Safety Working Party	New
10	16/03/2021	To send the Clerk their bio for the website			Cllrs. Fellows, Platt and Williams	New