

# Hill & Moor Parish Council

Clerk: Mrs Jo Adams  
Landline: 01386 554305

Address: 43A High Street, Pershore, WR10 1EU  
Tel/ Text/ WhatsApp: 07795 608892

Email: [hillandmoor@yahoo.co.uk](mailto:hillandmoor@yahoo.co.uk)

## Minutes of the Parish Council Meeting

held in Lower Moor Village Hall on

**Thursday 13th May 2021 at 7pm**

Present: Cllrs T. Betteridge, P. Jeanes, Mrs A. Jeanes and Mrs P. Stone

Also present: J. Adams, Clerk

1. **Election of the Chairman:** Cllr P. Jeanes nominated Cllr Betteridge as Chairman. The nomination was seconded by Cllr A. Jeanes. There were no other nominations and Cllr Betteridge was duly elected Chairman.
2. **Apologies:** Apologies had been received by Cllr D. Saunders.
3. **Declarations of Interest:** There were none.
4. **Election of the Vice-Chairman:** Cllr Stone nominated Cllr P. Jeanes as Vice-Chairman. The nomination was seconded by Cllr A. Jeanes. There were no other nominations and Cllr P. Jeanes was duly elected Vice-Chairman.

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***The meeting was adjourned for Public Question Time***

*Notes can be found at the end of these minutes.*

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5. **To confirm or amend the bank signatories:** Cllrs A. Jeanes and Betteridge were happy to continue. Council confirmed acceptance of the clerk also continuing as a signatory.
6. **To confirm members of the Urgent Decisions Group:** Confirmed as The Chairman, Vice-Chairman and the clerk.
7. **To review or confirm the following documents and policies:**
  - a) The Standing Orders
  - b) The Financial Regulations
  - c) Risk assessments
    - i. Playing Field
    - ii. Risk Management Assessment
    - iii. Risk Assessment: Mower
  - d) Publication scheme
  - e) Policies
    - i. Disciplinary policy
    - ii. Grievance Policy
    - iii. Complaints Policy
    - iv. Privacy Policy
    - v. Training Policy

All policies were agreed as correct and needing no amendment. The Standing Orders had been subject to an amendment while the temporary legislation (*The Local Authorities and Police and Crime Panels (Coronavirus)*)

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*(Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020*) had been in force, which allowed online meetings.

## 8. To confirm or appoint representatives of outside bodies

- a) PACT: Cllr P. Jeanes.
- b) Neighbourhood Watch: No longer in force.
- c) Landfill Site: Cllr A. Jeanes
- d) Village Hall: Cllrs Stone and Saunders
- e) Worcestershire CALC: Cllr Saunders
- f) Throckmorton Group: Cllrs Betteridge and P. Jeanes
- g) Any other organisations not listed: None

**9. To review direct debits and standing orders:** There were two direct debits, both to Eon, for the electricity supply to the field power supply and the electricity supply to the parish streetlights. The council confirmed its acceptance for these to continue.

**10. To review Parish Council WhatsApp groups:** It was agreed that the three council WhatsApp groups currently operating would be maintained, as follows:

- Urgent Decisions Group, with members being the Chairman, Vice-Chair and the clerk.
- Council members, with members being all councillors and the clerk.
- Signatories, with members being the bank account signatories, Cllrs A. Jeanes, Betteridge and the clerk.

The Lengthsman WhatsApp group had been discontinued as the lengthsman did not use WhatsApp.

**11. Minutes:** It was agreed that the minutes of the Parish Council meeting of the 1st April 2021 were a true and accurate record.

**12. District and County Councillors reports:** Cllrs Tucker and Boatright had sent apologies.

**13. Parish Councillors reports:** The police would be visiting the parish in a 'mobile police station'. The most logical location for this would be the car park. Cllr Jeanes reported that there had been some incidences of eggs thrown at properties – the perpetrators had been caught on cctv.

Cllr P. Jeanes had been to the allotment site – some areas were very well kept but other parts were getting quite overgrown. The council briefly discussed how this could be cleared and the vacant plots promoted. Cllr Jeanes would talk to Mr Hayes, who managed the site. Although there was no water supply, the allotment holders were able to pump water from the brook to irrigate their plants.

Cllr Betteridge reported that he had received an email from a resident regarding the addition of a gate at the far end of the playing field; he would respond to the resident and the matter would be put on the next agenda. In the meantime, investigations would be made into the feasibility of a gate in that location.

## 14. Progress reports

- a) Review of actions from previous meeting:
- b) Playing Field and mowing: There had been some mole activity on the field. One of the silver birch trees planted last year had not survived. The councillors discussed parking in the village – it was becoming a problem on Saturdays. The football club had been diligent about stopping their players parking on the grass but this meant that cars filled the street. It was noted that people were unable to car share the moment. There had been reports of people climbing on the container again. Cllr P. Jeanes would investigate anti-vandal paint and signs.

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- c) Play area: The recent inspection had noted 4 minor issues although hadn't mentioned the rotting wooden fencing. Grass mats would be obtained to sort out the dip in the grass by the basket swing.
- d) Flood / Drainage: Cllr Jeanes reported an update on the Boggs Lane ditch. Following advice from him, a resident reported the issue of the ditch to WCC. A drainage engineer had visited and a plan had been made for work to be done, provisionally scheduled for spring or summer. The councillors were disappointed not to have been involved in this considering all the previous conversations about it with WCC. However, it was good news – and perhaps the A44 ditch could be considered at the same time.
- e) Footpaths: Nothing to report.
- f) Village Hall and Events Group VHEG: Cllr Stone reported that a meeting was planned. There had been a recent problem with the heating, it had somehow got turned up to 28°C and the building sweltered until somebody noticed and adjusted it back. In the meantime the committee had been faced with a £1000 heating bill. Cllr Stone commented that the heating system needed improvement; it was difficult to access and the controller and programmer needed upgrading.
- g) Landfill Site: Nothing to report.
- h) Lengthsman: The lengthsman had been clearing the grips in Salters Lane.
- i) Newsletter: For the next newsletter - defib instructions.
- j) PACT: Cllr P. Jeanes reported from the recent meeting. Police visited Hill and Meadows regarding the parking of lorries. No lorries were present, only smaller vehicles that were not subject to the same licence restrictions.
- k) Urgent Decisions Group: Rollers had been purchased for painting the container.
- l) SWDP: Cllr Betteridge and P. Jeanes had attended the recent meeting regarding the Throckmorton proposal and had seen maps of the proposal. There was still a requirement for experts on the economic and social aspects of the proposal to come forward to help formulate a response to the final consultation in the autumn.

## 15. Planning

- a) New planning applications:

21/00688/FUL	Barlwyth Cottage, Land Adjacent, Hill Furze, Fladbury, WR10 2NB	Conversion of existing former transport haulage buildings into 1 No. 2 bedroom dwelling and 2 No. 3 bedroom dwellings and the erection of a new self-build live-work unit together with ancillary works at Land to the Rear of Barlwyth Cottage, Hill Furze, Fladbury, Worcestershire, WR10 2NB - Variation of condition 2 of planning approval 19/01508/FUL
21/01081/HP	Robins, Salters Lane, Lower Moor, Fladbury, WR10 2PQ	2 storey side extension

The Council had no objection to the above applications.

21/00919/CU	9 Duffledown View, Wyre Piddle Bypass, Upper Moor, Pershore, WR10 2DE	Change of use of land for a gypsy caravan site with associated development. Variation of conditions 2 and 5 of planning approval 05/00505/CU (appeal ref. no APP/H1840/A/05/1195641)
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The Council had no comment to make on the application for 9 Duffledown View.

- b) To receive Decision Notices: There were none.
- c) To note or discuss Planning Correspondence, Information and Issues: There were none.

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- 16. To discuss an additional dog waste bin in Bridge Street:** An additional dog waste bin had been suggested by a resident. The cost would be £620 to install it and ongoing costs would be £91 per year. As there was already one dog waste bin in Bridge Street and there were other locations that appeared to be in greater need, it was decided to monitor the situation for now.
- 17. To discuss the clerk's appraisal:** The council discussed arrangements for the clerk's appraisal; this would be carried out by Cllrs Betteridge and P. Jeanes and would take place on the 19th May by Zoom.
- 18. To discuss use of the donation from the WI:** The Moor and Fladbury WI had sadly closed its doors and had donated £500 of its remaining funds to the Parish Council. The council discussed what to put the funds towards and decided upon additional summer bulbs to be planted on the field embankment and round the cider press. Prices would also be obtained for a magnolia tree to be planted on the field. It was suggested that the picture in the Village Hall celebrating the WI from a number of years ago could be refreshed and updated.
- 19. To report on the financial situation of the Parish Council and to approve cheques for payment**

Income since last report			
Date	Received from	Details	Total £
09/04/2021	Lloyds Bank	Bank Interest Apr20	0.17
27/04/2021	Wychavon	1st half precept	7,304.00
27/04/2021	Wychavon	1st half grant	443.00
28/04/2021	WI	Donation from final funds	500.00

Payments for approval			
Inv. Date	Payee	Detail	£ inc VAT
20/03/2021	Shaun Strange Gardens	Lengthsman Late March21	112.00
26/03/2021	Teams4u	2x Zoom meeting - unlimited	20.00
27/03/2021	Shaun Strange Gardens	Open Spaces maint.	48.00
27/03/2021	Eon	Play field supply 26/2/21 - 26/3/21	12.29
10/04/2021	P. Jeanes	Padlock and keys	55.49
10/04/2021	P. Jeanes	Mower fuel	22.41
13/04/2021	Eon	Streetlighting Q4 01/01/21 - 31/03/21	241.99
21/04/2021	Teams4u	Zoom meeting - April	10.00
22/04/2021	J. Adams (InstantPrint)	Newsletter printing Summer '21	96.00
24/04/2021	P. Jeanes	Mower fuel (less sanding sheets)	36.30
27/04/2021	Wychavon District Council	Ch Lane Dog waste bin - Emptying and Cleaning fee	90.97
30/04/2021	Smart Cut	Grasscutting 8/4 and 21/4/21	267.29
30/04/2021	J. Adams	Salary Apr '21	253.71
30/04/2021	J. Adams	Phone/computer Apr '21	17.50
30/04/2021	WCC	Pension contributions Apr '21 (HMPC £85.17)	104.69
01/05/2021	P. Jeanes	Rollers	6.74

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Current account - Lloyds - A/c 01865441

**Balance as at 06/05/21** 21,947.65

Savings account - Lloyds - A/c 07578509

**Balance as at 06/05/21** 20,401.33

**Total cash assets** **42,348.98**

Ringfenced	
Flood alleviation	10,000.00
CIL	0.00
Grant funds	Village Hall improvements 5,531.55
Bonfire funds	1,272.60
<b>Total Ringfenced</b>	<b>16,804.15</b>

Earmarked Reserves	
Asset Maintenance / Replacement / Disposal	2,000.00
Purchase Asset	0.00
<b>Total Earmarked Reserves</b>	<b>2,000.00</b>

**General Reserve** **23,544.83**

**(Total cash assets less Ringfenced funds and Earmarked Reserves)**

**Lengthsman Expenditure** to date including items on this document: £112.00 from a £1,937 budget.

Total of the **Open Spaces maintenance** items on this sheet: £259.91, which would make total expenditure for this budget £259.91 from an annual budget of £4000.

It was resolved to approve the cheques for payment. The grass cutting schedule would be requested and circulated. Lloyds Bank had confirmed that the council's debit card application was complete, the cards themselves had not yet arrived.

**20. Correspondence for Information:** The following correspondence had been received and circulated:

- An email from a prospective resident regarding flooding in Bridge Street.
- Notification of a briefing on the SWDP Traveller and Travelling Showpeople Site Allocations consultation. Cllrs Jeanes and Jeanes would attend.
- An email concerning travel links from the parish to Pershore station.
- A waste and recycling survey.
- An email from a resident about the lack of well-established local social media groups.

**21. Clerk's report:** The clerk reported from the recent elections: Dan Boatright had been elected as County Councillor for Pershore, the division which included Hill and Moor parish. In addition, John Campion had been re-elected as Police and Crime Commissioner for West Mercia.

There was no update to the Government decision not to extend the temporary legislation allowing online meetings.

The works to the notice board has been completed.

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**22. Summary of Councillors' agreed actions:** Cllr A. Jeanes would circulate the list round in due course.

**23. Date of next meeting and items for next agenda:** Thursday 3rd June 2021. For the next agenda: Accounts; additional access gate at the A44 end of the playing field; to review the car parking situation in Manor Road /the car park; consultation into travel links from the parish to Pershore railway station.

The meeting was closed at 9.25pm.

## **Public Questions**

There were none.