

Minutes from the Annual Parish Council meeting, held via Zoom on Tuesday 4th May 2021 at 7pm **via Zoom**

PRESENT – Cllrs C Rabbette, L Haycock, S Britten, N Jamieson, A Dermont, and P Morris and District Cllr T Rowley

ELECTION OF CHAIR – The clerk recorded that no Cllr was able to stand as permanent Chair because of business or personal commitments, so a proposal was made that the Chair be ‘elected’ on a meeting-by-meeting basis. Cllrs Haycock and Jamieson offered to alternate the role where possible, until such time as a permanent arrangement can be agreed. Cllr Rabbette advised that she was happy to step in as Chair, if necessary in the event of no-one else being available. For the benefit of this meeting, Cllr Haycock was nominated Chair, proposed Cllr Rabbette, seconded Cllr Jamieson – all in favour.

ELECTION OF VICE CHAIR – For the purpose of this meeting, Cllr Jamieson offered to stand as Vice Chair, proposed Cllr Rabbette, seconded Cllr Britten – all in favour.

Moving forward, the clerk proposed delegating specific areas to each Cllr to assist with emails between meetings. This would be used in conjunction with the existing Scheme of Delegation. This was accepted as a positive move until any uncertainty over Face-to-Face meetings can be safely organised and a confidence in social mixing is restored for Cllrs and parishioners. A trial period would be carried out to establish if this was an effective way of responding to emails between meetings.

1. **APOLOGIES** – were received by County Cllr A Hardman

OPEN FORUM: - There were no parishioners in attendance

2. **DECLARATIONS OF INTEREST** – None declared

3. **MINUTES** from the previous meeting of April 7th 2021 were approved, proposed Cllr Britten, seconded Cllr Dermont – all in favour

4. **PROGRESS REPORTS**

a) Highway Matters

- Patch Repairs, Elmley Road – It was reported that surface dressing had now been completed satisfactorily.

b) Footpaths / Rights of Way:

- Disabled Access – it was agreed that for the time being no further debate would take place over the suggestion to replace some of the local footpath stiles with a disabled access gates. It was reported however, that alternative options were being investigated at Old House Farm.
- Way Marking - Following a request for way markers to be put on new posts on some of the paths, the Footpath Officer at WCC has confirmed that this will be actioned, and she would liaise direct with the appropriate landowner.

c) Lengthsman – Cllr Jamieson advised he was soon to meet with the LM. A request was made for some overgrown blackberry bushes opposite Lupin Cottages be cut back.

In addition, it was brought to the council’s attention that the hedge adjacent to the VAS sign on Pershore Road was overgrown. The clerk advised that she would contact the landowner to get this cut back.

d) BHCG – Cllr Britten reported there had been no activity for some time and there was currently no secretary for the group.

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- e) Ditches/ Water Courses – Nothing to report.
- f) Village Signs – the clerk has put in a request to WCC for new ‘shields’ to be placed on the main village signs. Cllr Dermont advised he would try to clean the gates with a chlorine solution.
- g) Dog Waste Bin / Litter Bin at Memorial Garden
 - Waste Bin at Memorial Garden – The clerk reported that she had been contacted by WDC regarding a complaint they had received re the removal of the litter bin. The clerk had phoned the officer and advised of the reasons behind the removal which he was satisfied with. No further action to be taken.
 - Dog Waste Bin – Following several attempts to find a suitable location for a new dog waste bin on the Wick Road it was agreed that the most suitable place would be near the access to the sewerage treatment plant. Cllrs Jamieson and Britten would ‘mark the spot’ and the clerk would contact the landowner and adjacent property owner for approval before asking for approval from WDC.

5. DISTRICT COUNCILLOR REPORT – Cllr Rowley reported that this was his last meeting standing in as District Cllr. He thanked the parish council for their support, and in turn the parish council thanked Cllr Rowley for all of his help and attendance at meetings. In addition, he reported:

- Meetings at Wychavon were now reverting back to Face-to-Face meetings.
- Boundary Commission Review is now underway. The next stage is ‘Ward Shaping’ with WDC reducing the number of Cllrs from 45 to 43 and any changes coming into effect in 2023.
- Wychavon Car Parks – Car parking charges were re-introduced on 4th May

6. COUNTY COUNCILLOR REPORT – Cllr Rowley reported that Cllr Hardman was not able to attend the meeting due to the period of Purdah with the County Council elections imminent.

7. PLANNING:

- 20/02607LB & 20/02606– The Old Manor House, erection of swimming pool enclosure – *awaiting decision by WDC but since the meeting this has been approved*
- 20/02826 – Tythe Court, Manor Lane – erection of Menage / Stables - *awaiting decision by WDC. It was reported that concerns had been raised by WDC from an archaeology point of view on the ‘ridge and furrow’ field.*

8. FINANCE –

(a) Payments for approval / made since last meeting:

Insurance		762	170.28
Half Yr Grass Cutting		763	125.00
Half Yr Grass Cutting		764	125.00
Subscription Fees		765	226.62

Account Balances:

Current Account: £4,536.47 (less unrepresented cheques)

Deposit Account: £4930.63

Provisional year end bank accounts / balances had been circulated and were approved (subject to bank statement). Payments were approved, proposed Cllr Britten, seconded Cllr Jamieson.

b) Annual Governance & Accountability Return 2020 /21– Internal Auditor Report – The clerk reported that the Internal Audit had been carried, with no issues raised.

c) Annual Governance & Accountability Return Certificate of Exemption 2020 / 21 – This was approved, proposed Cllr Jamieson, seconded Cllr Dermont – all in favour.

d) Annual Governance & Accountability Return Section 1 2020 / 21– Annual Governance Statement – Cllrs reviewed the statements of the Annual Governance Statement and were in agreement that

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the councils affairs had been carried out in accordance with legislation. This was approved, proposed Cllr Jamieson, seconded Cllr Dermont – all in favour.

e) Annual Governance & Accountability Return Section 2 – Accounting Statements 2020 / 21 – Cllrs approved the Accounting Statements – proposed acceptance Cllr Jamieson, seconded Cllr Dermont – all in favour

9. HEALTH & SAFETY – Nothing to report

10. AGRICULTURAL CHANGES POST BREXIT – There was nothing further to report and this item would be removed from the agenda.

11. TREES – Cllr Haycock reported that she now had a ‘deputy’ to assist and that she had been in contact with WCC, who were now in a position to restart training programmes. She is to meet with her deputy and WCC Tree Officer to look at tree safety, maintenance and in addition any opportunities for further tree planting where possible.

12. CRIME – nothing to report other than we are still looking for a Neighbourhood Watch co-ordinator. It was agreed that a request be circulated to see if there is any interest from a parishioner in taking on this role. A suggestion was made to possibly join forces with Great Comberton. Clerk to investigate

13. ITEMS FOR FUTURE DISCUSSION / AGENDAS:

- Broadband Update
- White Gates (cleaning of)

Before the meeting closed, thanks were paid to Cllr Rabbette for all of her hard work as Chairman to the Parish Council. Although she had made the decision not to stand again, she would remain as Cllr.

12. DATE OF NEXT MEETING: Tuesday 6th July at 7pm **in the Village Hall**