

**LITTLE COMBERTON PARISH COUNCIL**

Minutes from the Annual Parish Council meeting, held via Zoom on Tuesday 6<sup>th</sup> July 2021 at 7pm at Little Comberton Village Hall

1. **PRESENT** – Rotating Chairman N Jamieson, Cllrs A Dermont and P Morris. Cllr L Haycock covered as stand-in Clerk in the absence of L Yapp and did not have any voting rights for this meeting
2. **APOLOGIES** were received from Cllr S Britten, L Yapp and District Cllr Emma Kearsey
3. **CO-OPTION** – no applications received

**OPEN FORUM/PUBLIC QUESTION TIME** – no public present

4. **MINUTES OF PREVIOUS MEETING** – Minutes from the meeting 4<sup>th</sup> May were approved, proposed Cllr Rabette, seconded Cllr Morris – all in favour
5. **PROGRESS REPORTS**
  - a) Highway Matters :
    - White Gates –Cllr Dermont suggested each councillor leading the cleaning of a gate each. Cllr Dermont will distribute dishwasher tablets and recommends use of rubber gloves and a stiff brush. Cllr Rabette and Cllr Haycock to clean the gates on Pershore Road. Cllr Jamieson to help clean the gates on Elmley Road.
    - ‘Hedgehog’ signs – a villager suggested getting hold of signs. Cllr Rabette suggested we request to see an example of the signs before we agree this although the Cllrs agreed in principle.
  - b) Footpaths/Rights of Way – The verge by Great Comberton turn needs trimming as it is obstructing the view at the junction. Cllr Jamieson on will report this to Highways Agency
  - c) Lengthsman – No update from Cllr Jamieson
  - d) BHCG – Cllr Britten not present to report
  - e) Ditches/watercourses – nothing to report
  - g) Village Signs - nothing to report as Clerk not present
  - h) Dog Waste bin / Litter Bin Memorial Garden
    - Dog Waste Bin – to consider options for new location of dog waste bin. Jamie Stephens has approved new location on condition that he can request its removal in the future if needed. The nearby resident has received correspondence but not replied. Clerk to proceed with instructing the council to install the new bin in the position agreed.
    - Dogs on lead – a villager requested that the PC speak to an individual who has been seen walking their dog off a lead. The PC decided no action from the PC is appropriate as not within our remit.
6. **DISTRICT COUNCILLOR REPORT** – received by email
7. **COUNTY COUNCILLOR REPORT** – not present and no report submitted
8. **PLANNING:**
  - 20/02607LB & 20/02606– The Old Manor House, erection of swimming pool enclosure – *approved by WDC*
  - 20/02826 – Tythe Court, Manor Lane – erection of stables and menage – *awaiting decision by WDC*

## 2021/19

- 21/01288 – 2 Pool Close – to replace existing garage with single bay garage – Planning consultation ends on 14<sup>th</sup> July. Cllrs to review the application and consider a response over the next week. *Since the meeting, the parish council has been trying to organise an extraordinary meeting to consider this application. Due to the clerks 'isolation' period, unavailability of Cllrs and the pending deadline for comments, it has been agreed that any comment should be submitted 'under delegated powers'*
- Traveller & Travelling Show People Consultation – to record response submitted by the parish council. The PC thanked Cllr Rabette and Cllr Haycock for the work involved in reviewing the consultation documents. The 'draft' response had been circulated to parishioners inviting them to comment should they so wish. No reply was received. The comments were submitted

### 9. FINANCE / GOVERNANCE –

a) Payments for approval / made since last meeting –

Internal Audit	766	120.00
Part Share Zoom / SLCC	767	45.26
Clerks Expenses	SO	12.00
Clerks Salary	SO	306.32
Insurance	768	136.96
Clerks Expenses	SO	12.00
Clerks Salary	SO	306.32
Clerks PAYE	769	229.60
Lengthsman April	770	138.00
Brown Bin - Mem Gdn	771	50.00
Noticeboard repairs	772	71.99
Clerks Expenses	SO	12.00
Clerks Salary	SO	306.72
Lengthsman May	773	138.00

Cllr Rabette suggested the PC contribute £100 to towards the costs of labour and paint for the iron visibility railings at The Old Police House in keeping with previous offer of that amount. The PC were all in agreement with this. Clerk to communicate with parishioner direct.

b) Roles / Responsibilities for Cllrs – *Defer to September meeting in the absence of the Clerk*

### 9. HEALTH & SAFETY:

- Defibrillator – to consider availability of defibrillator. The Cllrs discussed the circumstances where very sadly the defibrillator was not accessible when needed owing to the access code not being known by those who tried to access it. Cllr Dermont shared observations of a defibrillator in another village which is kept unlocked. Cllr Rabette also shared the value of passers-by being able to access the defib who wouldn't know the code. Cllr Dermont pointed out that if the defib was vandalised or stolen it would cost £10 per household to replace the defib. The PC were in agreement that the 'access code' should be removed and for it to be kept open.

### 10. TREES

- Tree Warden - Cllr Haycock updated the PC on a walk with Wade Muggleton, WCC Tree Officer and Deborah Preston, volunteer, to review the roles of Tree Wardens and to survey the trees around the village
- Tree Works (Western Power) – notification from WCC (north of Pool Close, Wick Road) This is assumed to be regular work to an area on Wick Road where the trees are already viably cut back beneath the power lines.

## 2021/20

**11. BROADBAND UPDATE** - Cllr Jamieson explained that there is a need for further residents to sign up for the scheme although it has been an encouraging start. Airband are attending with a stall at the Village Pantry to inform and encourage residents.

**12. CRIME** - Neighbourhood Watch – No coordinator in position to report.

**13. CORRESPONDENCE** – no other Correspondence to report that hasn't been covered elsewhere in the agenda.

### **14. MATTERS FOR FUTURE AGENDAS / DISCUSSION:**

- Cllr Jamieson raises idea of a village picnic or other event to celebrate the end of Lockdown. The jazz night is in August and there may be a desire for an earlier event. Cllr Morris is to raise the question with the Social Committee.
- Cllr Jamieson raised for discussion how we follow PC correspondence during L Yapp's leave in August. Cllr Jamieson has offered to follow emails in her absence and judge if any matters require attention quickly or if they can wait until Lynne's return. Cllr Jamieson to speak to L Yapp.
- - Village Hall. Cllr Morris discussed the update of some doors which can be done without planning permission. Cllr Morris also reported that Wychavon has granted £8000 for the village hall. An advert has gone out looking for a caretaker – with no enquiries received. Village Pantry is still popular and working well.

**15. Date of Next Meeting:** Tuesday 7<sup>th</sup> September 2021