

Great Comberton Parish Council

2021/21 Parish Council Meeting - Minutes of Wednesday 3rd November 2021, 7.00pm Village Hall

Parish Councillors Present: Chair Collingwood, Cllrs Hamilton, Hodgson, Inglis and Lavelle.

Clerk/RFO: Nicola Harding

In attendance: No parishioners

1. Apologies

Apologies were received from Cllr Barnes and District Cllr Kearsley.

2. Declarations of Interest

There were no declarations made.

3. Parishioner's Comments

No parishioners were in attendance and no comments had been received.

4. Minutes of meetings held on Wednesday 8th and Wednesday 29th September 2021

Proposed Cllr Inglis, seconded Cllr Hamilton, all in favour, to approve the minutes as a true record.

5. Progress reports from Parish Activities:

a. Lengthsman: There were no reports at present. It was suggested that an invitation to the Annual Meeting of the Parish Council would be an opportunity to meet collectively with the lengthsman.

b. Highways: A vehicle had knocked down a wall outside White Oaks. The incident was reported to the local Police team. Details of two forthcoming road closures had been received from Worcestershire County Council Highways.

Action: Clerk to forward details to Cllr Inglis who agreed to circulate via the village email.

c. Police: The latest newsletter from South Worcestershire Rural & Business Crime Team had been circulated by Cllr Lavelle, on behalf of Great Comberton Neighbourhood Watch and the Parish Council.

d. Footpaths/PRoW: There was nothing to report at present.

e. Rooftop: Cllr Barnes had circulated a report ahead of the meeting which was shared by the Chair. In summary, there has been a change in Housing Officer, all footpaths works in Hands Orchard have now been completed and any parking issues raised and shared by residents will be brought to Rooftop's attention.

f. War Memorial: All information to date had been passed to Cllr Lavelle to action. There is currently one existing quotation for repairs sourced in 2019. Following discussions with the War Memorial Trust, due to the age of the memorial, it would be preferable to keep the cross at the top as intact as possible. Two additional companies will be approached for further quotes, and as it is not clear at present whether grant funding will be approved for the works, Cllrs agreed to be mindful of potential costs when agreeing the precept for 2022/23. If a grant application were to be successful, additional fund raising would be necessary, given that a grant would provide up to 75% of funds towards costs.

Action: Cllr Lavelle to approach two additional companies and provide further updates as received.

g. Severn Trent: There were no major updates to report. The Chair confirmed that contact had been made with Severn Trent to discuss the upgrades to date.

h. Quay Lane: Cllr Inglis provided members with the following updates since the last meeting, after communication with Wychavon's Property Services team:

- A copy of the Register of Town and Village Greens for Comberton Quay had been obtained from Worcestershire County Council, confirming its registration as a village green by the Parish Council in 1997, as defined by the Commons Act 1965.
- Worcestershire County Council accepted Great Comberton Parish Council as the owners of the Quay in 1998, but this is not the same as having the deeds to it, and there is nothing recorded at the Land Registry.
- As defined by the Commons Act, vehicle access is prohibited across the village green, unless an Easement has been granted, on the basis that recreation will not be disrupted nor damage caused.
- It was noted that by maintaining positive lines of communication with Allens, there may be potential benefits to the Parish and its future projects.

Further to discussion, the following actions were agreed:

1. Cllr Hamilton to make contact with Allens Caravans to arrange a face to face meeting involving Cllrs Hamilton, Hodgson & Lavelle to discuss the evidence obtained of the common land registration, and to explain the current legal position, that being, that the Parish Council is not legally able to grant a right of access across the Quay.
2. Cllr Inglis to seek advice to establish the possibility of the Parish Council acquiring a title deed for the Quay.

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6. District and County Councillor's reports:

District Cllr Kearsley had forwarded a report to the Clerk ahead of the meeting. The following was reported:

- Planning: DCllr Kearsley has liaised with planning officers regarding current, pending planning applications and will provide further updates once received.
- Thriving villages event: Cllr Hamilton represented the Parish Council at the recent Zoom event on 21st October.
- Community Legacy Grant funding: A new round of funding is available and a Zoom briefing is scheduled for Thursday 18th November at 6.15 pm.
- Hayloft Nursery: Details of an imminent meeting with Hayloft and the planning officer will be circulated, once confirmed.

7. Planning

- 21/01364 - Waterbrook House: Demolition of existing stables and outbuilding and erection of a 4-bedroom dwelling and ancillary out-building – an amendment to the application had been received & circulated - reduction in the width of the dwelling and to its fenestration. *Action: Cllrs agreed that no further comments would be submitted.*
- 21/02149 Church House, Church Street: Construction of 1.5 storey extension to rear elevation of south cross-wing, reinstatement of dormer windows on front/west elevation, replacement of roof covering and roof lights and other remedial work. - *decision pending by WDC.*
- 21/02258 Lower End farm: Excavation of three ponds, a flood retention area and a ditch meander in two pasture field – *decision pending by WDC*
- 21/02127 Bredon View: Proposed extension and alterations – *application approved.*

8. Finance

a) Current Balances as at 19th October 2021:

Business current account	£5,851.20
Business savings account	£1,770.42
Total	£7,621.62

b) Payments to report:

chq # 769 B Arrowsmith: Lengthsman work plan Sept 2021	£144.00
chq # 770 Clerk's salary: October 2021	£275.82
chq # 771 Clerk's expenses: October 2021	£12.00
chq # 772 Clerk re WCC Land Searches: Village Green register	£30.00
Total	£461.82

Proposed Cllr Hamilton, seconded Cllr Hodgson, all in favour, to approve the payments presented.

c) Proposal to agree updates to current Barclays Bank mandate:

The Chair agreed to contact Barclays as designated authority representative, in order to update new signatories and arrange for authorisation for the Clerk to receive bank statements. Cllrs were also in agreement to apply for an internet banking facility, which the Clerk agreed to set up once authorized to do so.

d) Current accounts:

Updated accounts and budget figures to date had been circulated by the previous Clerk for information.

e) Budget 2022/23 – consideration of Parish Precept requirement:

Ahead of the meeting, the Clerk and Cllr Hamilton had met to discuss potential expenditure items for next financial year, which was shared with members. Wychavon will confirm the Council Tax base by 7th January 2022. No further updates from government have been received to date, but it is believed the principles set out in 2021/22 to continue with no referendum for town and parish councils will remain. Cllrs were in agreement that an increase in precept requirement would be necessary in moving forward, to bring the Parish in line with similar sized Parishes, and to address increased expenditure items such as salary, internal auditor and building of reserves.

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Action: Clerk to establish requirements for appointment of new internal auditor and guidance on restrictions of precept increases with WDC. Cllr Hamilton agreed to prepare a rationale to WDC once final figures are agreed by members at the January Parish Council meeting.

9. Broadband

This item is still progressing and further communication is anticipated in the near future.

10. Correspondence

WDC: Vibrant Villages event	Event attended by Cllr Hamilton on 21 October.
WCC Highways: Overhead works by A-Plant Lux Traffic Control.	Notice of road closure on 24 November for 3 days: <i>to close part of C2124 Great Comberton to Little Comberton from its junction with C2008 Pershore Road to its junction with C2007 Main Road.</i>
WDC: Land drainage enforcement	Ditch re-grading to restore proper flow – this relates to a Land Drainage Enforcement issued to the land owner to re-grade the roadside ditch to the original bed depth to restore the proper flow. <i>For information only - no action required.</i>
*WCC Highways: Notice of road closure	Notice of road closure to facilitate drainage/flood alleviation work by WCC.C2008 Back Lane to Pershore Road from its junction with Church Street. <i>Anticipated duration: 17 days commencing on 6 December.</i>
*Tracy Perkins: WDC – Housing Needs workshops	Details of remote Housing Needs workshops on 9 th /16 th November 6-7pm. No need to register. <i>SH expressed an interest.</i>
*Tracy Perkins: WDC – Community Legacy Grant Scheme	Zoom briefing to be held on Thursday 18 th November at 6.15pm – fourth and final round of applications, which are encouraged from Parishes that have not previously received a CLG, and which have had relatively high levels of housing growth. Completed applications by Spring, decisions by end of July 2022.
*SW Police – Rural & Business Crime Team	Newsletter received and circulated.
*Worcs Calc	Notice of Chairmanship course via Zoom on 6 th December at 6pm. £30+VAT To book please contact Caroline via caroline@worcscale.org.uk Each session takes place on an evening from 18:30 and is £30+VAT. To book please contact Caroline via caroline@worcscale.org.uk

11. Additional items to report & items for future agendas:

Cllr Hamilton has sourced a contractor to provide a quote for fencing works at Brailles Orchard to resurrect what is currently in place. It is also intended to put in steps to facilitate access from the orchard to the village hall, as well as planting a small number of trees to commemorate the 75th anniversary of the Flower Show.

12. Date of Next Meeting - Wednesday 5th January 2022 at 7.00 pm.

Signed

Date.....

Chairman