

**MINUTES of Offenham Parish Council virtual meeting  
held by zoom on Monday 4<sup>th</sup> January 2021**

**Parish Councillors:** Lorraine Knight, Chairman.

**As per attendance register:** Ian Graham                      Anthony Ward                      James Moclair  
Marcus Taylor

**In attendance:** Diane Cox (Clerk)  
Aaron Powell, District Councillor  
Alastair Adams, County Councillor

**20/265 Apologies**

Apologies received from Cllrs Henderson, Jervis and Morgan-Wright.

**20/266 To receive Declarations of Interest & updates to Members' Register**

None

**20/267 Open Forum**

Appended to the minutes

**20/268 Meeting re-opened and the Minutes of previous meeting were considered.**

The minutes of the Parish Council meetings held on 7<sup>th</sup> December 2020 were accepted as a true record and will be signed by the Chairman in due course.

**20/269 To be advised of any urgent matters not herewith included (at the Chairman's discretion).**

- **To formally consider Deputy Chairman replacement**

Due to the reduced numbers of councillors present it was decided to defer the decision to the next meeting

- **To acknowledge suggestion for Christmas Lights 2021**

Various discussions took place with a suggestion raised that the resident may wish to liaise with the Wake Committee Christmas celebrations.

- **To receive comment from resident regarding speeding traffic and respond**

Various discussions took place resulting in the Chairman requesting that the resident be made aware of the ongoing issue and the lengthy liaison she had had with the police, WCC and Safer Road partnership to try and get agreement for solutions to the problem, the village gates and speed signs were the result of that collaboration. Cllr Graham pointed out that ultimately the responsibility fell to West Mercia Police to enforce the speed limit.

- **Track – to receive update from Cllr Taylor**

Cllr Taylor advised that he had inspected the track and was disappointed to find that damage had been done but he volunteered to rake and flatten the surface when the weather conditions were suitable to achieve the best results.

**20/270 Clerk's Report:**

**Road closure**

- Cleeve Road to Three Cocks Lane Offenham will be closed for up to 19 days with effect from 18<sup>th</sup> January.

33.

#### **Footpath near Blackminster School**

- WCC Highways have advised that the overgrown footpath on Station Road, Blackminster will be cleared and widened shortly.

#### **Flooding**

- A report of serious flooding at Offenham Cross was received during the Christmas break which was passed on for the County Councillor's attention. This issue has been escalated to highways pointing out previous drain blockage problems. The gullies in Station Road have already been cleared by the lengthsman.

#### **NHB Information and Questionnaires**

- 64 responses have been received.

#### **Three Cocks Lane**

- WCC Highways have confirmed that actions will take place to address the issues with flooding. Thanks to our County Councillor for his assistance in promoting action from the Highways department.

#### **Speeding**

- A resident has advised the clerk of his concerns regarding speeding in the village and has suggested further installation of speed awareness signage.

#### **Recreation Ground**

- A report was received that the surface of the track has been damaged and may need attention. Cllr Taylor has assessed the damage and will present his findings at tonight's meeting.

#### **20/271 To receive correspondence**

Circulated by email when received.

#### **20/272 To consider actions required regarding New Homes Bonus money, review responses to the questionnaire.**

The clerk advised that responses were received from approximately 10% of households, of those responses 83% supported the village hall project. 3% responded by saying that they wished for NHB money to be allocated to Offenham and not surrounding areas. The remaining 14% wanted money spent on facilities in the village for other projects. Many comments supported the increase in tree planting to be achieved in various ways. Some raised concerns related to crime and the possibility of installing CCTV, others proposed adult exercise equipment in the recreation ground, a MUGA for the school, maintenance of the Maypole, the Church and a new cricket pavilion.

Councillors agreed that a NHB application for the Village Hall projects should be made, it was noted that 2 responses whilst supporting most of the updates for the hall challenged the necessity for a car charging point. Various discussions took place including that some residents did not have the opportunity to have car charging points at their homes as their vehicles had to be parked on the highway at all times. Cllr Moclair advised that many residents may not be aware that the Village Hall had a 3 phase power supply which would increase the amount of power that could be resold to the national grid.

#### **20/273 To consider request from RBL Club for donation towards CCTV upgrade.**

The Chairman of the RBL made contact to request an upgrade to their current CCTV system which would allow better coverage and CCTV imagery, they supplied a quotation from Byron Security of Blackminster with whom the PC had had previous contact which stated the cost would be £ £1184.56 + vat. It was agreed to approve this expenditure not only due to some responses to the NHB survey but also for security of the defibrillator situated to the front of the village hall. Proposed LK Seconded IG

#### **20/274 To consider request from volunteer for the PC to fund a skip to enable clearance of area to the rear of the church near PROW.**

The clerk advised that the Village Hall committee had approved the use of the car par to temporarily store the skip whilst the work was being done. The volunteer advised that the cost of a 3 yard skip from Pete Bott was £125.40, Cllr Taylor stated that he had inspected the site and there was a large amount of waste to remove and suggested that a larger skip would be needed for the job to be completed in one go. The Chairman agreed and stated that if a larger skip was ordered the increase in cost was not much higher. It was agreed that

expenditure up to £250 should be approved to enable the works to be completed. Clerk to inform volunteer, Cllr Taylor stated that he would be happy to assist the volunteer as he had machinery available to ease the task.

34.

**20/275 To consider inclusions for monthly Parish Magazine.**

- NHB questionnaire results – 83% of those who responded supported the PC in future proofing the village hall.

**20/276 Member & committee reports:**

**Report from Footpath Warden** - None

**Report updates on Rural Communities** - none

**Neighbourhood Watch** - Cllr Moclair advised that an update to the website regarding an amazon scam had been added. It was suggested that speeding in the village should be added as a concern from residents.

**VHC** – Cllr Moclair advised that following on from the new lockdown requirements, the hall could only be used by the NHS support group until further notice.

**Disaster Emergency Plan (only if updates have taken place)** – No report.

**PACT** – currently suspended

**20/277 To receive financial update and approve bills for payment etc**

**At bank:**

Current account 0649818	£	14128.12	as at 18.12.2020
Deposit account 7277881	£	53680.99	as at 18.12.2020

**Bills for payment:**

<u>V no</u>	<u>Chq no</u>	<u>Payee &amp; reason for payment</u>	<u>Net</u>	<u>VAT</u>	<u>Total</u>
83	001730	E-ON	111.67	5.58	117.25
84	001731	Wychavon District Council	75.81	15.16	90.97
85		Diane Cox – Admin	41.00		
86		- Mileage	15.75		
86		- Salary	550.87		607.62
Total			795.10	20.74	815.84

**20/278 To consider precept requirement subject to Council Tax base figure received from WDC**

Discussions following on from the previous meeting confirmed that there should be no increase to the precept with the comment that many households had experienced a fall in income over the last few months.

The clerk provided a calculation based on the council tax base figure supplied by WDC yet to be approved by the Executive Board. To achieve no increase, the income to the PC would reduce by £63 for the year, it was agreed that the budget requirement should be set at £40147, the precept being £37552 (grant from WDC of £2595 as in previous years). Proposed AW Seconded JM and agreed by all present.

**20/279 To be advised of planning matters including:**

**Applications:**

None

**WDC Committee** considerations on 7<sup>th</sup> January:

**20/02206/FUL** Unit 2, Old Station Yard, Blackminster  
Portal frame cold store

**Decisions:**

**20/02561/HP** Old School House, Boat Lane, Offenham  
Two storey side extension to replace garage –**Approved**

**20/02487/HP** 2 Piccadilly, Main Street, Offenham  
Rear single storey extension.- **Approved**

**20/280 To advise items for consideration at next meeting**

- Appoint deputy Chairman (dependant of sufficient councillors attending meeting)
- NHB update

- Annual review of contractor fees

20/281 **To consider date & time of next, meeting - at 7.30 pm on Monday 1<sup>st</sup> February 2021**

Meeting closed at 8.40pm

Signed .....  
Chairman, Offenham Parish Council

Date.....

## Open Forum

### Report from Alastair Adams, County Councillor

- Appended to the minutes

### Report from Aaron Powell, County Councillor.

- Covid update for Wychavon district.
- Bird flu update
- Update on homelessness
- Transport summit – PC asked where residents could find this information – AP to find out
- Grant applications timescales deferred
- Fly tipping in Merry Lane
- No news regarding appeal – Yew Tree Cottage