

# Hill & Moor Parish Council

Clerk: Mrs Jo Adams  
Landline: 01386 554305

Address: 43A High Street, Pershore, WR10 1EU  
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Email: [hillandmoor@yahoo.co.uk](mailto:hillandmoor@yahoo.co.uk)

## Minutes of the Parish Council Meeting

held in Lower Moor Village Hall on

**Thursday 5th May 2022 at 7pm**

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

Also present: J. Adams, Clerk, District Cllr L. Tucker, 3 members of the public

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

The Financial Regulations had been updated. All policies were agreed as correct.

8. **To confirm or appoint representatives of outside bodies**
  - a) PACT: Cllr P. Jeanes, in the event that PACT meetings recommenced.

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- b) Neighbourhood Watch: No longer in force.
- c) Landfill Site: Cllr A. Jeanes
- d) Village Hall and Events Group: Cllrs Stone, Saunders, and A. Jeanes
- e) Worcestershire CALC: No representative appointed.
- f) Throckmorton Group: Cllrs Betteridge, P. Jeanes and D. Nuttall
- 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, subject to supply of regular invoices in advance of payments.

**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.

**11. Minutes:** It was agreed that the minutes of the Parish Council meeting of the 7th April 2022 were a true and accurate record.

**12. District and County Councillors reports:** County Cllr Boatright had sent apologies but had provided the following report:

*A44 ditch: We are waiting for an engineer to be available to study the issue in depth. It needs some specific equipment which is why it needs to be a specific person. Barry Barnes is pursuing.*

*The railings on the ditch at Bogg's Lane: Barry Barnes is chasing.*

*The pavement resurfacing: Richard Cenci is investigating as there seems to have been some confusion over the area covered. He has been out with an engineer from the contractor and looking to sort out the issue ASAP.*

*Pershore School System: The council cabinet agreed to continue to look at the movement to a 2-tier system but funding of £7 million is required. This is not currently available and the county council is continuing to work with the Department of Education to find a way forward.*

District Cllr Tucker reported that discussions were still ongoing regarding the planning application at Delamere as well as the planning application in Maytree Road.

**13. Parish Councillors reports:** Cllr P. Jeanes reported that some books and DVDs had appeared on the floor of the phone box. A member of the public present said that it was being used as a book exchange and could a shelf be provided? Cllr P. Jeanes would make investigations.

Cllr P. Jeanes reported that a QR code for the new banners had been organised and the banners were on order.

There had been no attendance at the community volunteer group activity so the council decided it would be better to arrange ad hoc events rather than a list of regular dates.

## 14. Progress reports

- a) Review of actions from previous meeting: The action points were reviewed.
- b) Playing Field and mowing: The playing field was in a good condition although fuel for the mower was getting expensive. There was still one mole tunnelling on the field.

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- c) Play area: Nothing to report.
- d) Flood / Drainage: Nothing to report.
- e) Footpaths: The footpath between Maytree Road and the A44 was not being cut and was now quite overgrown. The grass cutting contractor would be contacted.
- f) Village Hall and Events Group VHEG: Cllrs Stone and Saunders were not present.
- g) Landfill Site: Cllrs A. Jeanes and Betteridge had attended the recent tour of the recycling plant which had been extremely interesting.
- h) Lengthsman: Nothing to report.
- i) Newsletter: Nothing to report.
- j) PACT: Nothing to report.
- k) Urgent Decisions Group: Nothing to report.
- l) SWDP: The document had been delayed at the three district councils. A meeting on the Throckmorton proposal would take place on the 8th May. Cllr Tucker noted that some more reports were awaited.

## 15. Planning

- a) New planning applications:

W/22/00825/LB	Holly House, Manor Road, Lower Moor, WR10 2NZ	Replace/repair the timber frame and infill panel. Repair roof purlins
W/22/00899/LB	Holly House, Manor Road, Lower Moor, WR10 2NZ	Replacement of windows and various internal alterations

The Council resolved to support the above applications.

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

**16. 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. The pay award was agreed.

**17. To discuss a memorial tree requested by a resident:** Cllr P. Jeanes reported that he had spoken to the resident about the tree, which would be an English maple. The resident would supply the tree. They had looked at the field and identified a suitable place to plant it. At the same time Cllr Jeanes had identified a location for Doreen's tree, an oak. The council was happy for the two trees to be planted.

## 18. 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 £
07/04/2022	HMRC VAT	VAT reimbursed 01/03/21 - 31/01/22	856.31
11/04/2022	Lloyds Bank	Bank Interest Apr '22	0.18
19/04/2022	WCC	L/man - 3x £61.40 + 10p	184.30
28/04/2022	Wychavon	1st half precept	7,759.00
28/04/2022	Wychavon	1st half grant	443.00
28/04/2022	Wychavon	CIL	717.94
05/05/2022	Wychavon	Jubilee Funding	100.00

### Payments for approval

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Inv. Date	Payee	Detail	£ inc VAT
01/04/2022	Npower	Streetlighting elec. January 2022	147.54
01/04/2022	Npower	Streetlighting elec. February 2022	126.20
05/04/2022	Npower	Streetlighting elec. March 2022	132.06
12/04/2022	www.bannerwarehouse.com	2x banners Say No Throckmorton	104.15
	www.bannerwarehouse.com	2x banners Field Day	63.61
12/04/2022	Instantprint	Flyers	32.92
26/03/2022	WF Engineering	Lights for Village Hall	302.40
04/04/2022	Worcestershire CALC	CALC / NALC subscription	472.91
20/04/2022	EON	Playing field supply	11.51
30/04/2022	J. Adams	Salary Apr '22	274.38
30/04/2022	J. Adams	Phone/computer Apr '22	17.50
30/04/2022	WCC Pension Scheme	Pension contributions Apr '22	111.65
26/03/2022	WF Engineering	Labour to install lights in Village Hall	105.00
30/04/2022	Smart Cut	Grass 22/04/22	267.29

Current account - Lloyds - A/c 01865441

**Balance as at 05/05/2022** 20,553.92

Savings account - Lloyds - A/c 07578509

**Balance as at 05/05/2022** 20,403.38

**Total cash assets** **40,957.30**

Ringfenced	
Flood alleviation	10,000.00
CIL	717.94
Grant funds Village Hall improvements	506.60
Bonfire funds	2,095.60
<b>Total Ringfenced</b>	<b>13,320.14</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** **25,637.16**

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

It was resolved to approve the cheques for payment.

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

- An email had been received regarding the Wychavon Parish Games. It was confirmed that the parish would be entering again this year.

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**20. Clerk's report:** The parish council had received £717.94 of CIL funding.

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

**22. Date of next meeting and items for next agenda:** Thursday 9th June 2022. For the next agenda: Accounts; bin by the new gate.

The meeting was closed at 8.10pm.

## Public Questions

A resident asked if a bin could be placed at the top of the playing field by the new gate.

A resident reported children swinging on branches of a tree on the playing field. The village hall councillors would be asked to look at the CCTV.

A resident asked if there was an update on the proposed development behind Chestnut Close. Cllr P. Jeanes replied that an application had been made by the developer to have the covenant removed from the land. Members of the land tribunal had visited the site and the tribunal hearing itself had taken place last week. The matter was now in progress although it could take 6 to 8 weeks or as long as six months to complete.