

DRAFT

Little Comberton Parish Council

2023/1

Parish Council Meeting - Minutes Tuesday 3rd January 2023, 7.00pm Village Hall

Parish Councillors Present: L Haycock, N Jamieson, C Rabbette, A Dermont, N Smithson
District Cllr Kearsy, County Cllr Hardman

Clerk/RFO: Nicola Harding

In attendance: No parishioners

1. Apologies

Received from Cllr A. Haycock.

2. Declarations of Interest

There were no declarations.

3. Parishioner's Comments

There were no parishioners present – communication had been received regarding the new tree recently planted in Orchard Drive, which was discussed under item 5d, Trees.

The Chairman moved the meeting to item 6, District Cllr's report.

4. Minutes of meeting held on Tuesday 20th November 2023

The Chairman proposed a change to item 5c, trees to: *'It was agreed to make another approach to the landowner requesting if the Parish Council can offer any further support, following a concern raised by the Senior Greenspace Officer at Worcestershire County Council, regarding the impact of the tree bark from grazing.'*

Proposed Cllr Jamieson, seconded Cllr Rabbette, all in favour to approve the minutes, to include this amendment. *To be signed at the next meeting.*

5. Progress reports from Parish Activities: brief updates:

a. Lengthsman:

Ditches: Cllr Jamieson has requested that the lengthsman conduct a brief assessment of the ditches along the main Pershore Road to identify if grips need to be cleared and/or landowners contacted.

Village gates: The lengthsman has confirmed that he has installed village gates in several other parishes and is therefore happy to do so in Little Comberton.

b. Highways: Village gate/signs

Village gates: Thanks were extended to Cllr Hardman for his Cllr divisional funding contribution to cover the purchase of the new village gates. Cllr Jamieson confirmed he would be happy to take delivery of the new gates and store ahead of installation. Replacement village signage is in hand, as notified by WCC.

Actions: Clerk to request quotation for gate installation from BA for circulation to Cllrs, to include removal of the existing and replacement of two new gates. Clerk to confirm gate quotation provided before Christmas and order; liaising with BA and NJ.

Road closures: Thanks were extended to Cllr Jamieson for his regular road closure updates via the village email.

c. Drainage: Orchard Drive

Works at the junction of Orchard Drive and Wick Road have recently been completed, however Cllrs confirmed that the long standing issues raised at the bottom end of Orchard Drive, near Pershore Road, remain outstanding. It was noted that surveys had previously been completed which need to be pursued, therefore Cllr Rabbette agreed to check the history of this issue and update Cllrs following the meeting.

Action: Cllr Rabbette.

d. Trees: Red May replacements & Wellingtonia tree updates

Red May trees: Replacement Red May trees for the two dead trees previously identified have been provided and replaced – during their replacement, a fourth tree had been identified which also requires replacing. Cllr Rabbette agreed to contact Pershore College to establish replacement costs and availability & Cllr Dermont agreed to collect. Thanks were extended to Cllr Rabbette & Cllr Dermont for their assistance.

Actions: Cllrs Rabbette & Dermont.

A parishioner had informed the Parish Council about the condition of the tree replaced in Orchard Drive - Cllrs agreed that now that a volunteer tree warden is in place, it would be helpful to make the warden aware of the replaced trees in order to include these in his monthly checks, in addition to an invitation to the annual meeting to relay any Parish tree related matters.

Action: Clerk to update parishioner. Cllr Dermont to liaise with tree warden as Parish Council representative.

Wellingtonia Tree: There were no responses to report following the Council's recent communications and it was agreed to remove this as a future agenda item.

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- e. Footpaths/PRoW:
Cllr Jamieson had liaised with the volunteer footpaths warden to discuss recent guidance received and forwarded from Worcestershire County Council. It was agreed to make further contact to ensure clarity in terms of documentation received and how the Parish Council relates to this role.
Action: Cllr Jamieson.
- f. Wild flower planting:
A trial patch is to be completed with the assistance of PW once there is an appropriate planting window. The Chairman confirmed that she had updated PP who volunteers help with other planting around the village.
- g. Queen Elizabeth II memorial:
Cllr L Haycock is liaising with PP to discuss ideas for potential locations and planter/window boxes, as a commemoration to the late Queen Elizabeth II. Cllr Haycock had drawn up a suggested timetable which was circulated and discussed in terms of options, locations and likely costs, ideally, to be completed in time for the street market. The Sports & Social Club have confirmed they would also make a financial contribution towards the project. Cllrs were reminded that verges would not be a suitable location due to access required for emergency vehicles and Cllrs confirmed that outside the village hall building and/or car park were areas for consideration. Advice would be needed from Worcestershire County Council Highways regarding the road safety of any new solid structures on the verges.
Actions: Cllr Smithson to liaise with VHC – Cllr L Haycock to liaise with PP/NS

6. District and County Councillor's reports:

County Cllr Hardman:

The following summary was provided:

- Covid & flu cases continue to rise in the district but this is not currently having a significant impact on adult social care following hospital admission.
- A Council Tax consultation begins on 5th January 2023, with a focus on adult and children's care.
- Another £1million capital funding is to be earmarked to address drainage around Bredon Hill, due to its age and effects from large vehicle movements in the vicinity, in addition to surface dressing.
- It was confirmed that the footpath adjacent to the village hall which requires resurfacing, has been submitted for consideration by WCC. Further updates to follow, once the 2023/24 budget has been approved.
- Cllrs noted the cobbles on the edge of the highway opposite the village hall, which are getting regularly flipped and put out of place by vehicles, thereby creating a potential hazard. As a historic village feature, Cllrs agreed they would wish to retain these and it was therefore agreed to request assistance from BB at WCC, to establish if the cobbles could be put back in and mortared in place.

Action: Clerk to request with WCC.

District Cllr Kearsey:

The following summary was provided:

- Comments were shared regarding Cllr L Haycock's draft guidance for the Parish Council's response to planning applications. Cllrs were reminded of the influence their comments have in the new application process, ensuring that material planning considerations and policies within the SWDP are at the fore in comments submitted. It was therefore recommended that the guidance should now include firmer consideration and Cllrs were also advised that trees, wildlife, natural habitat and highways are key points for particular consideration when making representations in working out the best approach. Given the new DC's Design Code currently under public consultation, it was noted that the Parish Council's Village Design statement should also be linked into this. It is not clear at present how this can be achieved, therefore Cllr Kearsey agreed to explore this.

Actions: Cllr L Haycock to revise guidance in line with Cllr Kearsey's recommendations. Cllr Jamieson to format the existing digital village design statement and circulate to members, to be uploaded in time as a public document, alongside revised planning guidance for future reference.

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7. Planning

W/22/01053: The Manor House: Conversion of existing barns to single residential dwelling – *decision remains pending.*

8. Finance

a) Current Balances at 18th December 2022

Current Account:	£8,116.29
Deposit Account:	£4,933.00
TOTAL	£13,049.29

b) Payments to report:

WDC: Annual bin empty/clean Wick Rd (presented)	£100.34
Salary: November 2022 (presented)	£336.70
Expenses: November 2022 (presented)	£12.00
Expenses: Volunteer gifts (presented)	£58.82
LCVHT: November hall hire (presented)	£13.00
Expenses: Volunteer gifts	£15.59
B. Arrowsmith: Nov tasks	£156.00
Salary: December 2022	£336.70
Expenses: December 2022	£12.00
Expenses: Postage	£5.44
Back-pay 1/4/22-1/1/23: LGA salary award 2022	£234.00
K. Lloyd: Bi-annual grass-cut (ii)	£125.00
PCC: Bi-annual grass-cut (ii)	£125.00
WDC: bi-annual cleanse/empty dog waste bin	£100.34
TOTAL	£1,630.93

Income to report:

Cllr Hardman: Divisional funding (village gates)	£350.00
WCC: October lengthsmen invoice	£143.00
TOTAL	£493.00

c) Bank reconciliation (iii) 18 December 2022: Documents were appended to the agenda for Cllr's checks & verification. It was agreed that these would be signed at the next Parish Council meeting.

d) Proposal to approve expenditure up to £380.00 exc VAT for two village gates
Two quotes were presented for consideration.

Proposed Cllr L Haycock, seconded Cllr Jamieson, all in favour to approve the payments presented and quotation received from Vinyl Fencing Ltd.

e) Proposal to approve Budget & Precept request 2023/24:

Tax base figures and potential precept calculations were forwarded ahead of the meeting and current balances and options prepared by the Clerk were circulated for consideration and discussion.

Proposed Cllr L Haycock, seconded Cllr Jamieson, all in favour, to approve option (i) resulting in an overall budget request of £7,223 (Annual Band D increase of £2.03.)

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9. Correspondence

- Cotswolds National landscape Request for completion of dark night skies survey – *Completed and forwarded 3/12/22.*
- West Mercia Police Latest newsletter received with updates and staffing changes & latest Autumn/Winter 2022 newsletter also received from SW Police: Rural & Business Crime – *circulated via email.*
- VHC: Details of new Village Hall lettings secretary – January 2023.
- Wychavon DC New design code for Wychavon: Public consultations for the Wychavon Central area (Evesham, Pershore and surrounding areas) and Wychavon North areas (Droitwich Spa and surrounding areas) now live until 1st February 2023.

10. Councillor’s reports and items for future agenda:

No additional items to note.

11. Date of Next Meeting: Tuesday 7th February 2023 at 7.00 pm

Signed

Date.....

Chairman