

DRAFT

Little Comberton Parish Council

2023/5

Parish Council Meeting - Minutes Tuesday 7th February 2023, 7.00pm Village Hall

Parish Councillors Present: L Haycock, N Jamieson, C Rabbette, A Dermont, N Smithson

Clerk/RFO: Nicola Harding

In attendance: No parishioners

- 1. Apologies:** Received from County Cllr Hardman & District Cllr Kearsley, who were in attendance at a planning reforms briefing.

Following the January meeting of the Parish Council, a resignation had been received from Cllr A. Haycock who is unable to continue in the role due to work commitments. The Clerk had extended thanks on behalf of the Parish Council to Cllr Haycock for his contributions to the work of the Council, and the Clerk had notified Wychavon District Council of the casual vacancy thereby created.

- 2. Declarations of Interest:** There were no declarations made.
- 3. Parishioner's Comments:** There were no parishioners present and no communications had been received.

- 4. Minutes of meeting held on Tuesday 3rd January 2023**

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

- 5. Progress reports from Parish Activities: brief updates:**

- a. Lengthsman:** A request from a parishioner had been received for the lengthsman to check and clear debris accumulating at the gullies and adjacent areas at the Pershore Road end of Orchard Drive. *Action: NJ to request on next work plan.*
The new village gates have been delivered and are awaiting installation by the lengthsman. *Action: BA.*
- b. Highways/Drainage:** Updates had been received and shared from Worcestershire County Council, regarding two issues previously reported at either end of Orchard Drive. Two different teams are dealing with the issues: local works / footways were involved at Pershore Road end of Orchard Drive and upgraded 2 eyelet gullies to gully pots in 2021 and the Drainage Team were involved with investigation works only. Following latest updates from a parishioner, WCC propose to carry out a new survey to check the system downstream, and assess the nearby ditch which is discharged into. It was agreed that Cllr Haycock would seek clarification from the parishioner regarding the precise location of the ditch in order to update WCC further. *Action: Cllr Haycock/Clerk.*

Further to the Clerk's request for WCC's assistance with loose cobbles on the side of the highway opposite the village hall, no response had been received to date and it was agreed that the Clerk would follow this up with BB at WCC. *Action: Clerk.*

- c. Footpaths/PRoW:** Latest guidance received from WCC Footpaths Team was shared and discussed and a report received from a parishioner had been shared with the volunteer footpath warden for information. *Action: PW.*
- d. Trees:** A replacement red may tree has successfully been planted by the tree warden, who has also attended to further trees along Wick Road and Orchard Drive. It was agreed to request that the new trees are watered at the beginning of Spring, to encourage further growth. *Action: Cllr Dermont/PB.*
- e. Queen Elizabeth II Memorial:** Details of existing/new planter measurements, potential locations and costings had been discussed with the Village Hall Committee and were shared with Cllrs by Cllr Haycock & Cllr Smithson. It was agreed that the current focus will be on replacement planters outside the village hall, with similar dimensions, but slightly taller in order to facilitate access and maintenance. Costings are currently being explored and quotes will now be sourced for further discussion with the Village Hall Committee and at the next meeting of the Parish Council. It was agreed to update WCC to confirm that there will be no additional highways risk, given that the location of the new planters will remain unchanged, in addition to exploring potential funding proposals from the Parish Council, village organisations and future fund raising.

Actions: Cllrs Haycock & Smithson to obtain quotations for the works; Cllr Haycock to update Cllr Hardman.

- 6. Airband**

It was confirmed that infrastructure works are still underway in the Parish with road closures due to facilitate duct works, and current speeds for properties now connected are positive.

- 7. Councillor recruitment**

Following the resignation of Cllr A. Haycock as reported under item 1, there remains two vacant seats on the Parish Council. Cllr Jamieson confirmed he had advertised the vacancies on the E-notice board and Cllrs agreed to continue to canvas support amongst parishioners. Cllr recruitment information received from Worcestershire Association of Local Councils (Calc), had also been received and circulated to Cllrs.

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8. District and County Councillor's reports:

Cllr Hardman had no further updates to share at present and thanked the Parish Council for their updates & intervention regarding drainage at Orchard Drive.

Cllr Kearsey provided the following key updates:

- As reported in the press, the executive board at Wychavon District Council are proposing another year of council tax freeze, resulting in the fifth year running, leaving millions of pounds in resident's pockets, whilst delivering all services.
- Following the objectives of the Intelligently Green Plan, it is also proposed to invest in pool covers at both Pershore and Evesham leisure centres to further reduce carbon.

9. Planning

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

Prior to the meeting, Cllr Haycock had circulated a revised document outlining the Parish Council's guidelines for responding to planning applications and key material planning considerations. It was agreed to publish the final draft, in addition to the village design statement, on the Parish website in order to inform parishioners. Given the District Council's current public design code consultation, now extended to 31st March, it was also agreed to establish how best to share this document with Wychavon in order for this to be considered as part of the new Code.

Action: Clerk to liaise with Cllr Kearsey.

10. Finance

a) Current Balances at 1st February 2023

Current Account:	£6,958.08
Deposit Account:	£4,935.75
TOTAL	£11,893.83

b) Payments to report:

<i>*presented and approved ahead of the meeting</i>	
*Clerk's expenses: Replacement defibrillator pads	£123.54
*Clerk's expenses: Tree replacement Wick Rd	£25.20
*Clerk's expenses: Village gates	£404.40
Salary: January 2023	£362.70
Expenses: January 2023	£12.00
Lengthsman: January work plan	£156.00
TOTAL	£1,083.94

Income to report:

WCC: Lengthsman work plan – November 2022	£156.00
WCC: Lengthsman work plan – December 2022	£130.00

c) Proposal to approve quotation from lengthsman for village gates installation @ £100.00

Proposed Cllr Haycock, seconded Cllr Dermont, all in favour to approve the payments and quotation presented.

Cllrs were provided with the bank reconciliation documents for the third quarter, which were verified and signed.

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11. Correspondence

- West Mercia Police The local police team have requested completion of a new Police/Parish contract with up to 3 new priorities in need of addressing in the Parish. The current contract was discussed, and the following three Parish priorities were agreed: speeding, fly-tipping and farm/opportunist theft.
Action: Clerk to complete the new contract and forward to the local police team.
New name and contact details of the Safer Neighbourhood Police Team had been received and circulated for information.
Action: Clerk to forward details to Cllr Jamieson for village circulation.
- WCC Details of the 2023-24 budget briefing and impact upon Parish/Town Councils had been received from WCC for information.
- CPRE Details have been received of a Star Count event scheduled for 17th-24th February 2023. Submissions can be completed free via:
www.cpre.org.uk/starcount
Action: Cllr Jamieson to forward link via the village website.

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

There were no additional items raised, but Cllrs were reminded to forward a photograph to Cllr Jamieson for the notice board, in order to advertise current Council members & the Clerk.

13. Date of Next Meeting: Tuesday 7th March 2023 at 7.00 pm

It was also agreed to hold the Annual Parish Meeting followed by the Annual Meeting of the Parish Council – date to be agreed, following Parish elections on 4th May; meeting to be held between 9th and 23rd May 2023.

Signed

Date.....

Chairman