

DRAFT

Little Comberton Parish Council

2023/22

Parish Council Meeting - Minutes Tuesday 19th September 2023, 7.00pm Village Hall

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

Clerk/RFO: Nicola Harding

In attendance: Three parishioners

1. Apologies

Received from Cllr Smithson & County Cllr A. Hardman. Ahead of the meeting, Cllr Haycock confirmed arrival after the start of the meeting due to work commitments.

2. Declarations of Interest

There were no declarations.

3. Parishioner's Comments

Three parishioners were in attendance in relation to item 5, Lay-by: Pershore Road. The Chairman moved this item to enable a balanced discussion under open forum. Cllr Jamieson provided a synopsis of his meeting with a resident of Pershore Road concerning the current use of the service lay-by, which had been circulated to Cllrs ahead of the meeting. Residents expressed concerns about road safety implications when pulling out of their properties onto Pershore Road, due to obscured views from vehicles parked in the lay-by and speeding traffic along Pershore Road. Title deeds of the properties identify the area as a service lay-by; however, ownership is not stated. As it is believed that the lay-by was adopted by Worcestershire County Council in 1983, it was agreed to seek formal clarity in writing to this effect from WCC Highways to confirm its status and maintenance. Residents acknowledged that designation as a service lay-by with no parking signs or yellow lines, as opposed to a parking lay-by, could ensure safer access for all.

Action: Clerk to provide updates to County Cllr Hardman for further advice from Worcestershire County Council, as the approved authority.

A separate concern had been received from a parishioner regarding speeding vehicles, notably along Pershore Road, in addition to some incidence of dangerous parking. The condition of the white road markings and effective use of the vehicle activated speed sign was also raised. Cllrs were in agreement that the issue of speeding has escalated – a discussion ensued and the following actions were agreed:

- Liaise with the parish lengthsman to discuss rotation of the VAS sign. *Action: Cllr Jamieson/LM/Cllr Dermont.*
- Explore model/costs of a second VAS sign to enable one to be sited at each end of the village. *Action: Cllr Dermont.*
- Establish a relationship with the Safer Neighbourhood Police team for advice. *Action: Clerk to forward contact details to Cllr Haycock.*
- Request consideration of new road markings with WCC. *Action: Clerk to liaise with County Cllr Hardman for advice.*
- Clerk to update parishioner with Cllrs' agreed actions.

4. Minutes of meeting held on Tuesday 4th July 2023

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

With reference to item 5b (ii) Trees – following the removal of the dead tree along Wick Road, it was agreed to discuss a possible replacement at the next meeting ready for the planting season.

Action: Cllr Dermont to liaise with the tree warden, Clerk to include on next agenda.

5. Lay-by: Pershore Road

As reported under item 3, Parishioner's comments.

6. Progress reports from Parish Activities - brief updates:

a. Lengthsman: The August work plan had been received and circulated for information. Two dead tree branches which had broken off along Wick Road have been removed. The Clerk drew attention to the lengthsman's recent pesticide training/accreditation to enable the use of weed killer as requested by WCC. It was agreed to establish the validity date of this accreditation and revisit at the next meeting for consideration of a contribution towards this cost with six other parish councils. *Action: Clerk.*

b. Queen's Memorial planters: Cllr Smithson provided a brief update ahead of the meeting on behalf of the village hall committee, and it was agreed to revisit this item at the next meeting.

c. CPR training: This has been confirmed for 17th October 2023 at 7pm and a positive village response has been received. Two volunteers will be in attendance and it was agreed that a short video demonstrating the use of the actual model of the village defibrillator would be helpful, in addition to practical explanations of the village equipment to compliment the training.

Action: Cllr Haycock to liaise with parish volunteer.

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d. Orchard Drive drainage: Latest updates had been received from Worcestershire County Council's drainage survey and circulated to Cllrs. It had been advised to request that the lengthsman inspect the nearby ditch which it is believed all drainage outfalls to, ahead of arranging for a sub-contractor to return and check the system further downstream.

Action: Cllr Jamieson to liaise with lengthsman and update nearby residents affected.

e. Rooftop Housing: New updates had been received from the local housing officer and it was confirmed that progress is being made regarding attention to the reported frontage. A further update will be provided after the next visit at the end of September.

Action: Clerk to liaise with housing officer.

f. Airband poles: No further updates have been received from WCC following confirmation that Airband have instructed sub-contractors to remove the poles on Wick Road. *Action: Continue to pursue with WCC.*

g. PRoW: Following reports of overgrown vegetation/conifers at the footpath entrance to the Orchard, the Footpaths Warden has cleared the bramble growth around the gate and the nettles have been cut alongside of the conifers. The new owners will complete a further clearing session & a request has been made to WCC to establish if the conifers might be included on their schedule for a bigger cutback. Cllr Rabbette noted a separate overgrown footpath and agreed to confirm details of the location with the Clerk in order to forward to the Footpaths volunteer. *Action: Cllr Rabbette/Clerk.*

7. Wychavon District Council Chairman visit

Wychavon District Council will be turning 50 next year, and by way of celebrating the occasion, the Chairman for this civic year will be visiting every parish in the district before their birthday next April. Visits have therefore been requested to parishes in order to mark the occasion. It was agreed to suggest the forthcoming Parish Fish & Chip supper event in October as an opportunity for the Chairman to attend a local village event - details were provided to Cllr Hardman.

8. District & County Cllr's report

District Cllr Hardman provided the following report – in summary:

- W/23/00358/HP: Ringsmere Orchard: visits have been made to the property with a member of the planning team and a retrospective planning application is anticipated for a distillery at the site.
- Support is available from Wychavon's Communities officer to offer help and guidance to communities and organisations in the voluntary and parish council sectors, with advice and practical support to address identified needs and delivery of projects. It was agreed that Cllr Hardman would provide contact details to the Clerk for future consideration by Cllrs.
- Wild flowers: Trial areas in the parish have unfortunately not succeeded, however it is hoped to trial again next Spring. Another potential suggestion was raised for future consideration regarding poppy seeds scattered in verges.

9. Planning

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

Concerns were raised regarding the length of time which has elapsed since submission of the application for this important structure in the heart of the village. Cllr Hardman agreed to explore the application further with the planning officer for urgent updates.

W/23/00375/00376/LB: The Old Thatch – Rebuild and extend kitchen, add new obscured glass window to upstairs bathroom, rebuild and extend garage/workshop, replace existing windows – a decision remains pending.

W/23/01420/FUL: Belle's Cottage - Change of use for a small piece of land from domestic use to agriculture and agriculture to domestic. Demolition of concrete garage and provision of new driveway – a decision remains pending.

W/23/01518/01519/AGR: Agricultural prior notification for replacement of expired agricultural building and construction of new agricultural building – approval has been granted by Wychavon District Council.

Farm land: Wick Road – The recent for sale notice of three lots of arable farm land outside the village boundary was raised – any updates received to be circulated.

10. Finance

a) Current Balances at 13th September 2023

Treasurer's Account:	£11,960.60
*Income: LCVHC – Village Hall lease 23/24	£441.56

b) Payments to report:

Salary: August 2023 (Monthly Standing Order)	£362.70
Expenses: July/August 2023	£24.00
Wychavon DC: Election administration fees	£50.00
ICO: Annual data protection fees	£40.00
Wychavon DC: Dog waste bin annual charges	£110.24
RBL: Poppy wreath	£25.00
Lengthsman: August work-plan	£165.00

TOTAL	£776.94
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Proposed Cllr Jamieson, seconded Cllr Rabbette, all in favour, to approve the payments & income presented.

c) Proposal to approve annual donation to Royal British Legion: Remembrance Day 2023 – it was agreed to arrange a collection at the Remembrance Day service in November, as an opportunity for village donations for those wishing to contribute. Approaches would be made regarding arrangements for the formal laying of the village wreath.

Action: Cllr Rabbette to liaise with organiser/volunteer & Cllr Jamieson to update residents via the village e-notice board.

d) Proposal to approve new 3-year maintenance contract for VAS sign @ £576.13 exc. VAT:

Given recent accessibility issues in retrieving speed data, in addition to the ambiguous conditions within the latest 3-year maintenance contract received, it was agreed that the Clerk would request further clarity from the maintenance provider, in addition to a quote for a call out charge and software updates. Cllr Dermont agreed to continue to pursue data retrieval.

Action: Clerk/Cllrs Dermont & Haycock.

11. Correspondence

PRoW team New WCC Public Rights of Way notices have been published for information for parish noticeboards – it was agreed to scan and produce copies for inclusion on each notice board and e-notice board. *Action: Cllr Jamieson/Cllrs.*

Worcs CALC Information has been circulated to Parishes to encourage a national remembrance to mark the 80th anniversary of the D-Day Landings in June 2024. It was agreed to forward details to the Sports & Social Committee: *Action: Cllr Rabbette.*

12. Councillor’s reports and items for future agenda: The Clerk noted items from the meeting to be included for inclusion on the next agenda.

13. Date of Next Meeting: Tuesday 7th November 2023.

Signed

Date.....

Chairman