

# DRAFT

## Little Comberton Parish Council

2024/18

### Parish Council Meeting - Minutes Wednesday 12<sup>th</sup> June 2024, 7.30pm Village Hall

**Parish Councillors Present:** C Rabbette, D Smithson & N Smithson.  
District Cllr Hardman

**Clerk/RFO:** Nicola Harding

**In attendance:** No parishioners

**1. Apologies**

Received from Cllr Jamieson & Cllr Schmitz.

**2. Declarations of Interest**

There were no declarations.

**3. Election of Vice-Chairman**

It was agreed to defer this item to the next full Council meeting when more Cllrs are available.

**4. Parishioner's Comments**

Thanks and support have been conveyed to the parish council for their recent efforts in consulting and representing the village in submitting comments regarding the agricultural barn application, on land at Wick Road.

**5. Minutes of meeting held on Wednesday 7<sup>th</sup> May 2024**

Proposed Cllr N Smithson, seconded Cllr D Smithson, all in favour to approve the minutes as a true record.

**6. Progress reports from Parish Activities: brief updates:**

- a. Lengthsman: Thanks were extended to the lengthsman & A Dermont for their efforts in installing the new VAS sign, which is now fully operational just outside the village residential area on Pershore Road. It was agreed that this new location is already having a positive impact upon motorists observing the signage.  
Following the recent introduction of WCC's digital dashboard, the clerk reported that there had been no issues in submitting the first lengthsman work-plan online, and the funding had been received for April 2024.  
The footpath from Old House Farm to the rear of Grange Farm requires attention. In addition, there are brambles overhanging the roadside path between the village hall and the Church. It was agreed to include these on the lengthsman's next work plan.  
*Action: Clerk.*  
Highways: Speed zone initiative: Requests have been made to WCC Highways regarding filling in the verges along Wick Road & installations of new village posts on Pershore Road, however there are no further updates at present. The Clerk agreed to continue to pursue. *Action: Clerk.*  
Land off Pershore Road - land ownership & potential permissive footpath: Given that an agricultural application submitted by the landowner is currently pending, it was agreed to progress this further once determination of the application has been confirmed.  
Highways: Drainage - Latest survey updates received from WCC's Drainage engineer were circulated and discussed. Following the points and actions raised, it was agreed to seek clarification regarding a buried manhole identified at a property which requires future maintenance. It was also agreed to make a personal approach to the riparian landowner of a ditch requiring clearance on Pershore Road, opposite Orchard Drive.  
*Action: Clerk & Cllr Jamieson.*
- b. Airband poles: Wick Road – No responses have been received to date from Airband regarding the Council's request for the removal of the redundant telegraph poles at Endon Hill. It was suggested to now forward correspondence to the company directors.  
*Action: Clerk/Cllr Jamieson.*
- c. Trees: The report received from the recent tree inspection of the Memorial Garden was shared and discussed. Following a recommendation to consider some upper crown pruning of the lime tree this Winter or next, it was agreed to obtain a quote to clarify the cost implications ahead of the end of this financial year. Following a parishioner's request for the Council's consideration of replacing a copper beech tree removed due to the effects of honey fungus, advice was also requested from the forestry consultant about the current condition of the ground and a suitable tree replacement. It was recommended that another Scot's pine, planted 3m behind the current pine would be suitable, as an upright evergreen to eventually replace the existing pine.  
*Action: Clerk to action quote and update parishioner.*
- d. Casual vacancies: Given the two existing Cllr vacancies, a parishioner has confirmed their interest in becoming a parish Cllr. An application form has been forwarded by the clerk, and it was agreed to include this co-option item for consideration at the next meeting.

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- e. Avon Vale River action group: Following the recent informative presentation regarding water quality issues detected at Mary Brook, training opportunities and water testing kits are available via the District Council. It was agreed to circulate a request for volunteers via the village Gmail, to establish if a small group might be willing to join up with a volunteer(s) from neighbouring Great Comberton parish, and to also request co-operation from any residents who may be happy for their land to be accessed as water testing points.

*Action: Clerk/Cllr Jamieson.*

### 7. District and County Councillor's reports:

County Council:

There are no updates to report at present.

District Cllr:

Due to the current pre-election period, there are few updates at present, however attention was drawn to West Mercia Police's new community messaging service, 'Neighbourhood Matters,' enabling the community to sign up for local police alerts; receive information about crime in their area, find out about drop-in sessions, answer surveys, and more. Cllr D Smithson confirmed this is a valuable tool and agreed to draft wording for circulation on the village email to advertise this service.

*Action: Cllr D Smithson/Cllr Jamieson.*

### 8. Planning

**W/24/00031/HP Associated Ref: W/24/00032/LB** Location: The Old Thatch, Pershore Road - addition of new obscured glass window to the upstairs bathroom. Rebuild and extend the garage/workshop. Replace all existing windows. Timber rose arch between house and detached garage to form covered pedestrian link – a decision remains pending.

**W/23/01896/FUL:** Amendment to retrospective distillery application at Ringsmere Orchard: submission of Vehicle Access Appraisal. *Comments forwarded 15/4/24* – confirmation had been received that this application had been approved.

**W/24/00941/AGR** Land at (OS 9652 4375) Wick Road: Prior Notification for a new agricultural building:

Following a recent village consultation, comments of objection had been prepared and submitted by the parish council on 4<sup>th</sup> June 2024.

A discussion with Cllr Hardman ensued and it was noted that there is a possibility that the local planning authority may not have sufficient legal grounds to refuse the application under permitted development, due to its agricultural status. Given that such applications can be default accepted after 28 days, it was agreed to make contact as soon as possible with the planning officer. Cllrs agreed to establish progress and any legal justifications which may affect this decision due to the specific areas of concern highlighted, notably the highways access & impact regarding its proximity to the Cotswold AONB.

*Actions: Clerk to draft & forward email to WDC/Cllr Rabbette to make direct contact with the planning officer for clarification.*

### 9. Finance

a) Current Balances at 1<sup>st</sup> June 2024

Treasurer's Account:	£17,401.22
<b>TOTAL</b>	<b>£17,401.22</b>

b) Payments to report:

Salary: June 2024	£388.70
Clerk Expenses & Ink share/3: June 2024	£23.66
K Lloyds WDC annual waste charge	£53.00
Lengthsman: June 24	£165.00
ElanCity: VAS sign	£2,807.99
N Jamieson: Padlock/Clips: New VAS	£37.19
B J Unwin: Tree H&S inspection	£270.00
LCVHC: April hall hire	£13.00
*Clear insurance: Annual PC insurance	£276.23

<b>TOTAL</b>	<b>£4,034.77</b>
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\*Additional payment to note: registered postage: £3.05  
Airband letter

Income to report:

WCC Lengthsman May 24 work-plan £165.00

*Proposed Cllr D Smithson, seconded Cllr Rabbette, all in favour to approve the payments presented.*

The Clerk confirmed that following Nalc’s circulation of their revised 2024 financial regulations, there are no significant changes to report, and the council is following all its statutory obligations highlighted.

## 10. Correspondence

Wychavon DC Neighbourhood Planning: Request for completion of a questionnaire to understand what stage each Parish is at with neighbourhood planning and what help and guidance may be required. Responses to be received by midnight Wednesday 31 July 2024, to help inform WDC of areas of concern and where we they can provide extra support and information. Further guidance is available via: [neighbourhoodplanning@wychavon.gov.uk](mailto:neighbourhoodplanning@wychavon.gov.uk)  
Link to questionnaire: <https://www.smartsurvey.co.uk/s/DSJZNW/>

Cllrs discussed the previous extensive work involved in producing the Village Design Statement and the merits of a neighbourhood plan for a village of this size. It was agreed that such plans require considerable time, funding and professional support, and are not therefore considered the most appropriate vehicle for a small parish. Cllr D Smithson agreed to look at the questions contained within the questionnaire and circulate to Cllrs for a considered joint response. *Action: Cllr Smithson.*

Cllr Hardman drew attention to Wychavon’s new Bio-Diversity Plan which will be circulated to parishes shortly. Cllrs were advised to consider if this is useable and at the right level for their locality, and request any training they feel may be beneficial.

## 11. Councillor’s reports and items for future agenda:

It was agreed to include the following items on the next agenda:

Bonfire updates, appointment of vice-chairman & casual vacancy.

## 12. Date of Next Meeting:

Cllr Rabbette, D Smithson & N Smithson offered their apologies for the next meeting scheduled for Wednesday 10<sup>th</sup> July.

*New meeting date scheduled for Wednesday 17<sup>th</sup> July 2024 at 7pm.*

Signed .....

Date.....

**Chairman**