

MINUTES OF A MEETING OF DRAKES BROUGHTON AND WADBOROUGH WITH PIRTON PARISH COUNCIL HELD ON THURSDAY 2nd JANUARY 2025 AT 7.30 PM AT DRAKES BROUGHTON VILLAGE HALL

PRESENT: Cllr J Butterworth (Chair), Cllr Pell, Cllr Grisdale, Cllr Turner, Cllr Booker, Cllr Bessant, Cllr Skeys, Cllr A Clarke & Cllr Williams

IN ATTENDANCE: District Councillor Rob Adams and Mrs N Nicholson (Clerk)

PUBLIC: None

1) APOLOGIES:

County Councillor Robinson, District Councillor Liz Turier, Cllr Abercrombie & Cllr Roberts

2) DECLARATIONS OF INTEREST

None

Public Participation: N/A

3) VACANCIES FOR MEMBERS

The Chair advised that there remained a vacancy for each ward. One vacancy for Drakes Broughton Ward and one vacancy for Wadborough Ward and one vacancy for Pirton Ward. She urged members to talk to residents as a full membership meant they could get more done!

4) MINUTES

The minutes from the meeting held on 5th December 2024 were proposed by Cllr Grisdale, seconded by Cllr Pell, agreed by all and signed by the Chair as a true record.

5) MATTERS ARISING

Nothing not already tabled on the agenda.

6) STREETLIGHT UPGRADE COL 10 Keepers Close

The Chair advised that during the month Cllr Bessant had reported Col 10 as unlit, the upgrade list was reviewed this was a concrete column higher priority for upgrade and would cost £1388.00. It was proposed by Cllr Butterworth to order the upgrade using CIL money, this was seconded by Cllr Bessant and agreed by all.

7) FINANCE

Online banking progress update – The new process was in place and was working well.

Budget items 2025-2026 - The Chair had circulated the final draft of the 25-26 budget. There was a discussion regarding the need to include provision for a laptop to be used for downloading VAS data and or other uses and provision for the clerk who currently uses her own hardware as per her original employment agreement. It was noted that in general each Parish Council has its own laptop as in the event of clerk being unavailable due to leaving or illness everything is stored on the laptop and can be passed to a new/cover clerk easily. The clerk confirmed external hard drive and iCloud back up was in place. It was decided that a review of the need for the VAS data and the reasons and possible uses needed to take place, and the laptop purchase was not added to 25/26 budget requirements.

The proposed budget requirement of £30811 (made up of precept £29760 and WDC rural grant £1051) was proposed by Cllr Pell, seconded by Cllr Williams and agreed by all.

Deposit Account – The Chair suggested that the finance group review how to obtain more interest than the PC are currently receiving in the instant access deposit account, one idea was a 32-notice account, the money was still accessible but if not used would attract a higher interest rate than the PC was currently earning. The Clerk advised that preferential rates were available from the local authority provider CCLA as recommended by CALC. It was thought keeping all funds with Lloyds would ease administration.

Finance Training – The Chair asked if any members had yet to attend the in-house finance training that she delivers. Cllr Pell, Cllr Grisdale, Cllr Skeys and Cllr Clarke expressed interest in attending. The Chair would look to set a suitable date.

S106 financial update

The Chair advised that there was £10081 allocated that could be drawn from WDC via receipts. Cllr Booker asked how much more was available to be applied for towards the Open Space phase 2 project. The Chair would clarify the exact amount, but it was thought to be circa £116K for public open space and a total of circa £180K which included some formal sport allocation. It was noted that this required rigorous public consultation and detailed plans to apply for the release of the allocation from WDC.

The monthly bank reconciliation for December had been completed and confirmed by Cllr Skeys and Cllr Williams via email, and the reconciliation was signed.

It was proposed by Cllr Bessant and seconded by Cllr Pell to authorise the following payments:

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|--|---------|
| a) Mrs. N Nicholson – Clerk Salary December– S/O | £625.08 |
| b) HMRC quarterly employee deductions | £218.20 |
| c) Mr. B Arrowsmith – Lengthsman Services – December | £322.00 |

It was noted that this was over the contracted amount due to the moving of the 2 Drakes Broughton VAS's this month.

SSE – Streetlighting monthly electricity, still on hold due to the issue with the wrong billing title. Current approx. outstanding balance is circa £1500.00. Cllr Grisdale asked how this would be accounted for as a carried forward figure if goes beyond the year end. The Clerk advised that it would be earmarked in the reserve that is carried forward at the year end.

Remittance: WCC Lengthsman reimburse Sept & Oct £560.00

8.) PLAYPARK and PLAYING FIELD

Cllr Clarke talked members through three options and quotes he had obtained regarding putting some barriers at the embankment slide to improve the safety rating. Cllr Clarke advised that Smart Cut Ltd was the most competitive but had found Daniel at IDPE to be very responsive and would like to keep on file for future quotes/works. It was noted that Sutcliffe Play had not responded to the quote request.

It was proposed by Cllr Clarke to instruct Smart Cut Ltd with the Hexeboard option at a price of £322.40 plus VAT, the was seconded by Cllr Pell and agreed by all. This would be financed using CIL money.

9.) OPEN SPACE PHASE 2 – Cllr Booker

Cllr Booker advised that as requested a copy of the adopted phase 2 master plan had been circulated to all members to review – no comments had been received, so Cllr Booker assuming that everyone is in agreement.

Cllr Bessant had thought comments and discussion would be had at the Open Space working party meeting regarding this. Cllr Bessant was still in favour of a priority list and getting some of the phase 2 installations started ASAP. Members discussed that a prioritisation was required with costs set against each item to check affordability. WDC had feedback that some items whilst nice to have, were not well used in other areas and costly to maintain, this needed bearing in mind when drawing up the priority list. Cllr Pell suggested reviewing the need for the pump track, she was seeing less and less youths on bikes at the Play Park. The Chair suggested prioritisation is something that should be discussed at the next Open Space working party meeting.

Cllr Booker advised that he had received 2 quotes regarding the installation of the kissing gate and fencing at the Walcot pedestrian entrance to the Play Park, one company had not responded to the quote request. Smart Cut Ltd had offered to make a bespoke gate and fencing making their quote more expensive than Tom Wells who had been recommended by WCC Countryside Centre. Tom's quote was for £756 to include purchase of the gate, install railings and stock fencing so that neither child nor animal can by-pass the gate! VAT reclaim was discussed and Cllr Booker would find out if Tom was VAT registered, alternatively the PC would order the gate and reclaim the VAT.

It was proposed by Cllr Pell to instruct Mr Wells, this was seconded by Cllr Bessant and agreed by all.

10.) NEIGHBOURHOOD PLAN UPDATE

Cllr Grisdale advised that he was meeting with the consultants Kirkwells the following week to go through each of the revised policies and start pulling it all together into a single Neighbourhood Plan document. The next working party meeting is scheduled for 8 January.

11.) ROAD SAFETY – Speed watch & VAS

Cllr Bessant advised that the Community Speed Watch had run 2 sessions since the last meeting and caught 2 speeding vehicles (Ruth is this right my notes aren't very clear?).

There was a discussion regarding the data, the need to download and review and what it could be used for. Cllr Bessant advised that whilst the figures showed speeding under the 85th percentile they would not get a police presence, but it was good to keep an eye on it as if speeding did increase the request could be made swiftly with data evidence.

Cllr Clarke advised that collecting the data was not onerous and agreed to collect and circulate the data from the 2 Drakes Broughton VAS's quarterly.

Cllr Williams thought the number and sheer volume of vehicles was good to know especially on the B4084 and with a view to lobbying re planning and challenging views of developers regarding the usage of the B4084.

It was noted that there are still incidents of cars running the red light at the pedestrian crossing on the B4084, with Cllr Clarke experiencing this himself – this would be reported to County Councillor Robinson.

VAS data collection from the Wadborough VAS would be discussed once the pole sites had been allocated and actioned.

12.) REPRESENTATIVES REPORTS

County Councillor Robinson - Report circulated prior to meeting.

It was noted that in her report, Fire Service figures showing that the number of incidents at the Walcot ford were increasing, with 54 incidents attended at Shell and Walcot ford in the last 10 years

District Councillor Reports

District Councillor Adams – There was a discussion regarding enforcement of the conditions regarding the recent sites allowed for development in Drakes Broughton.

Cllr Pell advised she had been interviewed as part of the WDC peer review.

Cllr Booker asked if WDC had updated their land supply – it was noted that the SWDPR deadline for the information to be sent to the inspector was 31st December. Cllr Adams advised that the requested information had been sent by the deadline.

Other reports as necessary:

None

13.) HIGHWAYS MATTERS & tasks for lengthsman

Cllr Grisdale asked if there was an update regarding a contact at WCC re Highways for the Neighbourhood Plan – The Chair confirmed she had a new contact and will be following things up.

14.) VILLAGER SUBMISSION

The Clerk and the Chair would prepare the submission for February edition the 7th.

It was noted that there is a link to the Villager on the Village Hall website – the clerk would see if there was a suitable location to put a copy or link on the Parish Pages.

15.) PLANNING

- Grampian Condition – The Chair advised that timescales regarding the upgrading of the infrastructure in DB as advised by STW was thought to be very ambitious, but WDC advised that STW must be allowed to express this timescale and to be allowed to try and hit the deadline or it would undermine the Grampian Condition.
 - Joint Parishes Committee meeting
The letter from the Chair of the Joint Parishes to WDC has been circulated to members. The Joint Parishes committee are pushing to be heard regarding the effect on residents of the Parkway Town development.
 - Village categorisation – no update
- a) Comments made on planning applications to Wychavon: W/24/02438/HP
Spindlewood, Wadborough, Worcester, WR8 9HH - Enlargement of existing driveway & creation of ramped access to existing dwelling – No Objection
W/24/023302/CU Land at (Os 9012 4764) Mill Lane Wadborough – No comment.
- b) Applications Approved: W/24/00886/HP Woodland House, Mill Lane, Drakes Broughton. Detached tractor/workshop.
- c) Applications Refused: N/A
- d) Applications Awaiting comment: N/A
- e) Appeals: APP/H1840/W/24/3354870 HT Marshal & Son Joinery.

Cllr Gridale advised that an archaeological artefacts survey was being undertaken at the Damson Homes development suite on Brickyard Lane.

16.)CORRESPONDENCE

- Devolution white paper – It was noted that the Government had circulated a white paper on devolution and a tight timescale re moving from two tier system with County and District Councils to one Unitary Council.

INFORMATION AND DATE OF NEXT MEETING:

Parish Council Monthly meeting **Thursday 6th February 2025 at Drakes Broughton Village Hall.** The meeting will start at 7.30pm

Meeting closed: 21.30