

Little Comberton Parish Council

2025/27

Parish Council Meeting - Minutes Wednesday 8th October 2025, 7.30pm Village Hall

Parish Councillors Present: N Jamieson, C Rabbette, L Schmitz, D Smaylen & N Smithson.

Clerk/RFO: Nicola Harding

In attendance: No parishioners

1. Apologies

Received from Cllr D. Smithson, Cllr A. Hardman & Cllr B. Hardman.

2. Declarations of Interest

There were no declarations.

3. Parishioner's Comments

Comments relating to local public rights of way had been received, as reported under item 5c.

4. Minutes of meeting held on Wednesday 10th September 2025

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

5. Progress reports from Parish Activities:

- a. Lengthsman: drain clearance was completed ahead of the recent stormy weather & a request had been made to complete weed clearance on kerbing at Orchard Drive. A reminder will be forwarded to quote for improvement works of the phone box.
Action: Clerk/lengthsman.
- b. Highways: A works order submitted by WCC to reinstate white lines on Pershore Road remains outstanding.
Action: Clerk to make further request for updates from the Senior Highways Liaison Officer.
It was noted that it would be helpful to have advance notice of weddings booked at the church, given the recent congestion and additional vehicles experienced in Manor Lane.
Action: Cllr Jamieson to request notification from the rectory office and update via the village email.
Following the recent road traffic collision on Pershore Road at the junction with the Little Comberton turning, Cllr Jamieson confirmed a report of had been submitted on behalf of the Parish Council to WCC Highways. Concerns were reiterated regarding visibility turning onto Pershore Road for Little Comberton residents, given the speed limit on Pershore Road. A response is due from WCC by 30th October & Cllr A Hardman had also been informed.
Action: Further updates to be shared as received.
Confirmation has been received from WCC Estates Team that a verge previously maintained privately will be attended to by WCC, given that this forms part of the county council's annual existing urban route, scheduled to be cut five times per year.
Action: Clerk to establish how many outstanding cuts remain.
- c. *Footpaths/PRoW: PRoW # 501 marking:* Following concerns received by a parishioner regarding the absence of a marked right of way in the newly planted field, Cllrs agreed that the matter requires urgent attention in order to reinstate this historical public right of way. Cllr Jamieson confirmed he had arranged to meet with the parish footpath warden to liaise with WCC's senior public rights of way officer on the council's behalf.
Action: Cllr Jamieson/Footpath warden.
- d. Trees: Mistletoe: Four crab apple trees infested with mistletoe along Wick Road have been inspected by a tree surgeon for advice. It has been recommended that the most cost effective course of action is to remove all four trees and replant with another species, treating the stumps to prevent regrowth, as removal will only encourage further invasive growth.
Action: Cllr Jamieson to get advice from the tree warden regarding suitable species to replace with and update villagers accordingly.
- e. Water testing: Cllr Smaylen has agreed to be a testing volunteer on behalf of the parish and has made contact with volunteers in Great Comberton with an invitation to observe testing and use the kit provided by WDC. Suitable locations for testing within the parish were proposed and it was agreed to request an additional kit for use in Little Comberton parish.
Action: Cllr Smaylen.
- f. Data & Digital compliance: Updates had been shared with Cllr Jamieson & Cllr D Smithson from Parish online, regarding the new assertion in the Practitioner's Guide 2025 coming into effect in April 2026, requiring that every authority has a generic email account hosted on an authority owned domain. In the absence of Cllr D. Smithson who has been exploring this requirement on the council's behalf, it was agreed to defer this item for discussion at the November meeting.
Action: Cllr D. Smithson/Clerk.

6. District and County Councillor's reports: There were no reports to share at present.

7. Planning**W/25/00444/FUL: Bredon View Holiday Park Estate at, Great Comberton Golf Club, Pershore Road, Great Comberton**

A decision remains pending, with no further updates to share at present.

W/25/01550/HP – Nash’s Farm, Pershore Road: Replacement rear extension, new dormer window and new staircase from first to second floor, and replacement outbuilding: this application has been approved.

W/25/01549/FUL – Further to notification of the approval of application W/25/01550, additional information had been received regarding amended layout and landscaping, which had been circulated to Cllrs. Following a discussion, it was agreed that no further comments would be provided by the Parish Council.

Morgan Elliot: A request had been received to meet with the Parish Council regarding a future planning application for a small-scale residential development in the parish. This was confirmed for Wednesday 22 October 2025, 6-7pm. After this meeting details will be provided at the next meeting of the Council for any discussion or agreement.

8. Financea) Current Balances as at 1st October 2025:

Treasurer’s Account:	£16,909.59
TOTAL	£16,909.59

b) Payments to report since the September 2025 meeting:

Tree warden event	£10.00
Lengthsman August work-plan	£190.00
LCVHC July hall hire	£13.00
Salary: October 2025	£439.40
Clerk’s October energy expenses	£12.00

TOTAL £664.40

Payments to approve following the October meeting:

LCVHC September hall hire	£13.00
Lengthsman September work-plan	£190.00

Income received:

WCC: Lengthsman August work-plan	£190.00
WDC: Precept (ii) 2025/26	£3,800.00
WDC: Council Tax Support Grant (ii) 2025/26	£161.00
LCVHT: Annual lease 2025/26	£441.56

TOTAL £4,592.56

The Clerk presented the payments to be considered and proposed Cllr Jamieson, seconded Cllr Smaylen to approve the payments noted.

- b) Bank reconciliation (ii) 30 September 2025: Details of the second quarterly bank reconciliation were circulated and shared ahead of the meeting. It was agreed to request Cllr D. Smithson’s ratification, as Cllr with responsibility for checking and verifying the bank statements against the cashbook.
Action: Clerk to liaise with Cllr D Smithson.
- c) Proposal to consider quotations for removal of four trees along Wick Road @ £360.00:
A quote had been presented at the September meeting, which was shared again with members by Cllr Jamieson. It was agreed that the Clerk would accept the quotation and forward an order of works to the tree surgeon, to be funded by the general maintenance trees budget.
- d) Consideration of village organisation accounts & potential future funding: Updates were provided by Cllrs who are also members of village organisation groups in terms of current ventures, proposed future plans and financial statements of each organisation. A discussion ensued and it was proposed to arrange a future meeting with representatives from the village hall

committee, sports & social committee and parish council, in order to formally clarify terms of reference/responsibilities and to further understand the structure of the hall in working collaboratively. It was proposed to look at legal documentation associated with the hall for clarification, and to continue to request annual updates from each organisation to share at the annual parish meeting.
Action: Cllr N. Smithson/Cllr Schmitz/Clerk.

9. Correspondence

Police Sergeant, Safer Neighbourhood Team

A request had been received for any community led priorities for the period October 2025 to end of March 2026. Cllr Smithson confirmed that ongoing speeding concerns, as raised by a parishioner and discussed at the September meeting, had been shared with the Safer Roads Team, who have responsibility for managing such issues including data collection. The team confirmed that the speed and data in the village was not a high priority compared with other villages in the district, however recommended that the safer neighbourhood team would visit the village in the near future to monitor speeds. Concerns previously discussed regarding safe access into the village for residents at Porters Cottages was also raised, and it was suggested that the recent traffic collision along Pershore Road should also be flagged up. Although there are no further solutions considered by the Road Safety Team at present, it was confirmed that bi-annual visits to the village hall and lay-by could be an effective deterrent as a visible police presence.
Action: Review at the November meeting.

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

Cllrs agreed to continue meeting on the second Wednesday of each month at 7.30pm in 2026, with the exception of August & December.
Action: Clerk to update village hall bookings clerk.

11. Date of Next Meeting: Wednesday 12th November 2025 at 7.30 pm

Cllr Rabbette and Cllr Jamieson offered their apologies as they would be away at the next meeting.
Cllr Schmitz agreed to chair the next meeting, pending work commitments.

Signed Date.....

Chairman