

Whittington Parish Council



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Minutes of the Extra Ordinary meeting of Whittington Parish Council held on Tuesday 24 April at 18.30 at Whittington Village Hall

Democratic Period - None

Those Present:

Chairman: Cllr S Macleod

Councillors: Cllr Boase, Cllr Richards

Officers: Mrs C Chambers (Parish Clerk)

Attendees: Cllr Adams, Ms Kate Wolseley Charles, Mr Daniel Bayliss, Ms Tracey Peters and Mr Stephen Brooker, and 2 Parishioners

1) Attendance and Apologies - There were no apologies submitted.

2) Declarations of Interest and Ethical Matters.

a To receive declarations of Personal (non prejudicial) Interests in items on this Agenda and their nature. None

b To receive declarations of Prejudicial Interests in items on this Agenda and their nature. None

c Ethical Matters. None.

3) Co option of Councillors - The Clerk had circulated with the agenda four completed application forms for co-option onto Whittington Parish Council from Kate Wolseley Charles, Daniel Bayliss, Tracey Peters and Stephen Brooker. The Chairman welcomed them to the meeting and invited them to address the Council.

Following questions from Members, it was moved, seconded and **RESOLVED** to vote Ms Wolseley Charles onto the Council, the vote was unopposed, the Chairman declared that Ms Wolseley Charles had been duly elected onto the Council. Ms Wolseley Charles signed the declaration of office form and signed the dispensation form, Ms Wolseley Charles joined Members on the Council.

Following questions from Members, it was moved, seconded and **RESOLVED** to vote Mr Daniel Bayliss onto the Council the vote was unopposed, the Chairman declared that Mr Daniel Bayliss had been duly elected onto the Council. Mr Daniel Bayliss signed the declaration of office form and signed the dispensation form, Mr Daniel Bayliss joined Members on the Council.

Following questions from Members, it was moved, seconded and **RESOLVED** to vote Ms Tracey Peters onto the Council the vote was unopposed, the Chairman declared that Ms Tracey Peters had been duly elected onto the Council. Ms Tracey Peters signed the declaration of office form and signed the dispensation form, Ms Tracey Peters joined Members on the Council.

Following questions from Members, it was moved, seconded and **RESOLVED** to vote Mr Stephen Brooker onto the Council the vote was unopposed, the Chairman declared that Mr Stephen Brooker had been duly elected onto the Council. Mr Stephen Brooker signed the declaration of office form and signed the dispensation form, Mr Stephen Brooker joined Members on the Council.

***4) Minutes of Previous Meetings of the Council.** The minutes of the meeting held on 9 January 2018 had been circulated to all Members with the agenda, it was moved, seconded and **RESOLVED** that the minutes be adopted as a true record.

***5) Finance.**

a. **Receipts and Payments.** The Clerk had circulated with the agenda a list of the receipts and payments for January, February and March 2018. Original Receipt and Payment invoices were available to view at the meeting. It was moved, seconded and **RESOLVED** that the receipts and payments for January, February and March 2018 be approved. Full list is annexed to this report.

*b. **Bank Reconciliation.** The Clerk had circulated with the agenda the bank reconciliation for January, February and March 2018. Original copies of HSBC Bank Statements were available to view at the meeting. It was moved, seconded and **RESOLVED** that the bank reconciliations for January, February and March 2018 be approved. The bank reconciliation are annexed to this report.

c. **Proposals for expenditure.** The Clerk reported that she would pay £300 grant to Whittington Church for the WW1 event which was agreed at the meeting held on 9th January 2018 also the grant of £150 would be paid to Whittington Church for the up keep of the grounds. Both amounts had been budgeted for. It was moved, seconded and **RESOLVED** that the payments be made.

d. **Transparency Fund.** The Clerk also reported that she had bid for and successfully gained a grant of £1,939.70 from Worcestershire Association of Local Councils. This funding would be for the Council to purchase equipment and training to ensure that the Council comply with the new transparency code. The Clerk would be willing to pay for the equipment but ask the Council to allow her to receive an immediate refund. It was moved, seconded and **RESOLVED** that the Clerk submit a list of items to be purchased from the grant.

e. The Clerk submitted the original receipts for enhancement and tools purchased £15.56 and £17.00 for postage the Clerk requested a refund. It was moved, seconded and **RESOLVED** to refund the Clerk £32.56.

6) Wildmore Notice Board - The Clerk circulated with the agenda a report which reminded Members that at the meeting held on Tuesday 12 September 2017 the Clerk advised Members that she had received a quote for a double sided -(left and right hand sided) notice board from WDS Signs, the Clerk had obtained a quote for the installation, the amount for the notice board & delivery - £1,452 inc VAT plus £280 for installation a Total £1,732. Following a meeting with Chris Shaw he confirmed that Bloor Homes would pay WPC for notice board and installation. Cllr Boase had requested that the notice board be a double-sided notice board; (back and front) one side under glass/perspex and lockable for Parish notices; the other also under glass/perspex, to be installed on a concrete plinth the knee-high railings would have to be removed so that residents could step off the pavement and walk all the way around the notice board to see both sides, the cost for this notice board and additional installation had not been quoted. The Clerk can confirm that Bloor Homes have paid WPC £1,732, Cllr Boase requested that the additional cost for the double sided notice board, if approved be met by WPC. Following discussion, the Chair recommended that the Councils side of the notice board should be locked. Cllr Brooker recommended that there should be some standardisation, Cllr Boase added that a community notice board would be very useful to the community especially people who were not on Wildmore's community Facebook, the Clerk highlighted that there would be an additional cost of a bigger project and that permission would have to be sought from Wychavon District Council to remove the fence and place and hard standing on

their land. To was moved, seconded and **RESOLVED** that the Clerk seek quotes for a notice board the same size as the village notice board but two sided, lockable on one side with hard standing and installation.

7) Allotments Shed and Hedge

a) The Clerk advised that the contract for the transfer of the allotments to WPC has been signed and tenants have been allocated allotment plots. The Council agreed that one allotment be left empty for the allotment holders to place their compost bins and sheds. It had been suggested that the Council purchase a communal shed for all the allotment holders to use. If the Council agreed the Clerk would like the Council to advise on what type of shed ie wood or metal and what size, guttering, water butt etc. The Clerk also highlighted that *'Councillors need to determine if, as an allotment holder they have a pecuniary interest in agenda item 4, as you have a tenancy with the Council for your allotment. The Clerk would advise in her opinion that you do have a pecuniary interest. If you believe your interest is pecuniary then you would have to leave the meeting before the vote'*. She referred to the document 'Openness and Transparency on Personal Interest' from the Department for Communities and Local Government which had been circulated with the agenda. The information in this document would help you determine the best action. - No Councillors declared an pecuniary interest. It was noted that should the Shed(s) be gifted to the allotments or should the Council continue to be the owner of the shed(s) if so there would be additional cost up keep and insurance. The Chairman recommended that the Council ask the allotment holders what their preferred choice be either individual sheds or one communal shed. Cllr Wolseley Charles reported that a communal shed with individual internal lockable sheds would be very expensive, she also had a quoted price of £130 for a 1m x 1m wooden shed. It was noted that allotment tenants should be able to decided on what shed(s) would be preferred and whether a hedge was needed around the boundary of the allotment site. It was moved, seconded and **RESOLVED** that the Clerk email all the allotment holders with Cllr Wolseley Charles details if they wish to get in touch with her.

Signage, Cllr Boase suggested to the Council that Whittington signage for the new Wildmore estate would give Wildmore a Whittington identity. He suggested that a Whittington sign be placed at the entrance off Spetchley Road where it leaves Worcester and goes into Wychavon, also another Whittington sign to be placed by Walkers Lane into Hatton Grange past Kilbury Drive, it was noted that not all the houses in Walkers Lane were in Whittington Parish so a site for the sign(s) would have to be found. Cllr Adams would look into the signage for cost.

8) Planning Applications

a) **Application Number 18/00541/FUL**, Orchard End Church Lane Whittington Worcester WR5 2RQ, **Proposal**-Implementation of planning approval 17/00719/FUL for conversion of buildings to 3no. dwellings and associated car ports, together with demolition of existing outbuildings and associated change of use of land to residential without compliance with condition 2 (drawing numbers) to amend scheme. WPC made no Comment, Cllr Adams would get further details on condition 2.

b) **Application Number : 18/00679/RM, Location:** Land Rear Of Hill House, Swinesherd Lane, Spetchley, **Proposal:**Erection of 91 dwellings (Phase 1) with associated works as approved under reserved matters approval ref. no. W/16/02949 (following outline planning permission ref. no. W/15/01514/OU) but without compliance with condition 7 to vary time trigger for the delivery of the bridge over the A440. **Applicant :** Persimmon Homes Ltd. It was moved, seconded and **RESOLVED** that Whittington PC refused this application, as the alternate route is not acceptable. Whittington PC would like the Condition 7 to be upheld, the bridge should be built over the A440 before

construction of the housing development.

c) WYCHAVON DISTRICT COUNCIL-PLANNING APPROVAL NOTICE

Application No: 17/02099/RM Persimmon Homes Ltd, Land Rear Of Hill House, Swinesherd Lane, Spetchley, Proposal: Approval of reserved matters, Reserved matters application for the erection of 113 dwellings and associated infrastructure in accordance with outline planning application W/15/01514/OU. **Noted.**

9) Police Report from West Mercia Police. The Clerk had circulated with the agenda a copy of the Police reports from Julie Pardoe and Steve Tinkler Police Community Support Officers. The report stated that the Police had 3 incidents to report for the last month. On 17/02 the rear number plate was stolen from a vehicle in Honywood Place. A report was received on the 25/02 that a window had been smashed on a vehicle which was parked on a driveway on Old Road. A car was stolen from The Swan car park on the 25/02. Criminal damage to a vehicle on the bypass. 04/04/18. **Noted.**

10) Highways & Byways. The Council discussed the proposed double yellow lines in the village put forward by Worcestershire County Council, it was generally agreed that the proposal would move the parking issues into other areas in the village. It was agreed that Cllr Brooker he would write a report with alternative solutions to the parking within the village.

Nunnery Way pedestrian traffic lights, Cllr Boase reported that he had been in touch with County Highways who were in touch with the developers, the lights had been in place for approx 8 months but were not switched he had requested that temporary lights be placed there for pedestrians to cross, but had no response. It was agreed that the Clerk write to Gerry Brienza at Worcestershire County Council with regards to the pedestrian lights on Nunnery Way.

11) Training, meetings and seminars. The Clerk to request a list of training courses for Councillors.

12) District and County Councillors' Report. The Chairman welcomed Cllr Adams to the meeting, he expressed concern about the development in the area, and the temporary closing of the A4084 Pershore road for the Parkway construction and Crookbarrow Way would be temporary closed for the new railway bridge construction also junction 6 would be down to 2 lanes for 12 months he was concerned that it would increase traffic to Junction 7. He also reported that the New Homes Bonus had been calculated he added that WDC would like to see projects such as the Village Hall be used for the benefit of the parish and its parishioners and encouraged WPC to submit an expression of interest which would issued to Whittington mid July. He reported on the boundary review he was against Whittington & Norton being 'moved' to Worcester from Wychavon, the review which could be in next 5 years. The chairman thanked Cllr Adams for his help with the pedestrian crossing at the bottom Swinesherd and reported that resurfacing to the road would be done. The Chairman thanked Cllr Adams for his report.

13) Reports by Councillors, and Items for Future Agendas.

WPC staffing Committee **None**

Worcestershire CALC: Clerk to request forth coming training courses

Whittington School: **None**

Whittington Village Hall: Cllr Richards updated the Council on the work that had been done on the Village Hall - *Clerks note- a full report from Cllr Richards will submit on his return.*

PACT/Neighbourhood Watch: **None**

Whittington Church: **None**

Brethren Church; David Ball gave an update on the Brethren Church

Allotments; See agenda item 7.

- 14) **Correspondence & Council Consultation. None**
- 15) **IT - Facebook & Communication. None**
- 16) **Enhancement. None.**
- 17) **Wildmore Estate** - Development Issues/Update. None.
- 18) **Annual Parish Meeting** - The date of the Annual Parish would be held on 29 May 2018 at Whittington Village Hall at 7.00pm.
- 19) **Date of Next Meeting.**

The date of the next Meeting of the Council will be held on Tuesday 10th July 2018 at Whittington Village Hall.

Whittington Parish Council

Receipts

Date	No	Details	Wildmore			Lengthsman		
			Notice board	NALC	Allotment	Scheme Grant	Deposit A/c	Total
31.01.18		Interest					1.29	1.29
28.02.18		Interest					1.16	1.16
27.02.18						276.00		276.00
19.03.18			1732.00					1732.00
23.03.18				1939.70				1939.70
23.03.18	14				60.00			60.00
30.03.18	2				60.00			60.00
31.03.18		Interest					1.29	1.29
								<u>4071.44</u>

Payments

Date	Minute Ref	Details	Admin/E		
			Wages	nhance ment	Gross
26.01.18		C Chambers	202.64		202.64
26.01.18		HMRC	50.60		50.60
24.02.18		C Chambers	202.64		202.64
18.03.18		C Chambers		52.26	52.26
18.03.18		C Chambers		4.00	4.00
18.03.18		Home Allowance		134.00	134.00
24.03.18		C Chambers	413.02		413.02
24.03.18		HMRC	103.20		103.20
					<u>1162.36</u>

Whittington Parish Council
Bank Reconciliation
as at 31 March 2018

Balance as per Statement	31.12.17		Current a/c	£15,258.90
Balance as per Statement	31.12.17		Deposit a/c	£21,641.64
Total				£36,900.54
Plus Receipts				
	January	1.29		
	February	277.16		
	March	3,792.99		
				£4,071.44
Total Receipts				£40,971.98
Less Payments				
	January	253.24		
	February	202.64		
	March	706.48		
				£1,162.36
			Balance	£39,809.62
Balance as per Statement	31.03.2018		Current a/c	£18,164.24
Balance as per Statement	31.03.2018		Deposit a/c	£21,645.38
				£39,809.62

£0.00