

# WARNDON PARISH COUNCIL

Minutes of a meeting of the Parish Council held Monday 5<sup>th</sup> November 2018  
at Lyppard Hub commencing at 7.30 pm

**PRESENT:** R Morris, V Barrall, A Taylor, D Merriman and D. Long

**Also present:** County Cllr A. Roberts, Ward Cllrs S. Hodgson and L. Hodgson, Richard Fowler (Chair of the Neighbourhood Plan Steering Group)

**APOLOGIES:** Councillors N Fielden (Chairman), R Harris (Vice Chairman), A. Booth (Parish Warden) and Police.

**DECLARATIONS OF INTEREST:** None

**The meeting was suspended at this point to allow members of the Public to address the Council. Matters discussed:**

- Motorcycle nuisance in Trotshill area during late afternoon/ evening.
- Pedestrian crossing from Tesco to Gt Oaty – very delayed in setting up lights sequence. Cllr A. Roberts will follow this up.

**MEETING CHAIRMAN:** It was proposed by Cllr Long, seconded Cllr Taylor, that Cllr Morris act as Chairman for this meeting in the absence of both the Chairman and Vice-Chairman. All agreed.

Item	Minute Recorded	Action agreed
51	<b>The Minutes of the Parish Council Meeting held 1<sup>st</sup> October 2018</b> were agreed and signed as a true record. Proposed Cllr Taylor, seconded Cllr Barrall, all agreed.	
52	<p><b>Reports:</b> Police – no report made. VAS – Cllr Morris updated that it requires repair but the problem remains unclear. It will need to return to Westcotec at a cost of up to £500.00 + vat (approx.). It was also noted that local social media networks are being used to circulate the location of speed survey checks which is disappointing. Ward Councillors – report as via email. Also noted that there is currently an SWDP consultation (Issues &amp; Options) which the PC should look through. Other matters discussed –</p> <ul style="list-style-type: none"> <li>• Staffing matters at Worcester City Council</li> <li>• Worcester City Masterplan</li> <li>• WW1 Beacons of Light</li> <li>• WW1 Remembrance events</li> <li>• Libraries remodelling consultation.</li> </ul>	
53	<b>Environmental Matters:</b> Parish Warden – report as circulated via email.	

	<p>Cllr Merriman updated the meeting on the following matters –</p> <ul style="list-style-type: none"> <li>• Parish walkabout undertaken including looking at the hedge along Hastings Dv. It was agreed that the Parish Warden should prioritise this work.</li> <li>• Overhanging vegetation along Snowberry Ave. Also meeting with residents re local concerns.</li> <li>• Play areas – dangerous wooden sleepers have now been removed at Pirie Ave / Hobhouse Gdns.</li> <li>• Grass cutting – further 2 weeks agreed wef 15<sup>th</sup> Oct – Cllr Merriman will chase up M. Bayliss. There also appears to be a lack of cut &amp; collect which will be queried</li> <li>• Complaints regarding a boundary tree and a hedge have been passed to A. Booth.</li> <li>• Winter works – Nov walkabout planned to assess what is required. Noted there is no City Tree Officer currently so will need to check how to progress these works. Cllr L. Hodgson agreed to assist with this matter.</li> </ul> <p>Village Gateways – Cllr Morris and Cllr A. Roberts have met with County Highways and all appears positive. Will plan to go ahead if there are no grass cutting concerns from City. It will be a 90 degree angled gateway preferably and Cllr Morris will circulate some examples of gateway ‘messages’. A licence is required from Highways for the PC and the installation contractor.</p>	<p>Cllr L. Hodgson to assist with City Tree Officer query.</p> <p>Cllr Morris to circ. gateway ‘message’ examples.</p>
54	<p><b>Planning &amp; Rights of Way Matters:</b>  Current applications – Cllr Taylor confirmed that there are currently x3 outstanding applications being dealt with. It was noted that future meetings will have a planning report circulated beforehand.  Neighbourhood Plan – the meeting was addressed by R. Fowler, Chairman of the Neighbourhood Plan Steering Group, who updated Cllrs regarding the questionnaire which had recently been circulated – currently a 10.18% response rate and the closing date is 12<sup>th</sup> November. Banners have also been placed in the parish, together with leaflets distributed and an article in the PC newsletter.  Cllr Taylor proposed that permission be granted to NPSG to engage Brodie Planning Consultants to carry out the analysis of the questionnaires once the closing date had passed. Seconded Cllr Barrall. All agreed.  It was further agreed that R. Fowler attend the next meeting and present the final questionnaire numbers etc.  It was also noted that the funding from Groundwork UK of £5400.00 had been received.</p>	<p>Cllr Taylor to circ. a planning report prior to future meetings.</p> <p>NPSG to engage Brodie Planning Consultants to carry out analysis of the questionnaires.</p> <p>Cllr Taylor to invite R. Fowler to present to the Dec meeting re the questionnaire numbers etc.</p>
55	<p><b>Leisure &amp; Community Affairs:</b>  Cllr Barrall – no update.  Allotments - Cllr Morris reported that the water has now been turned off for winter.  Newsletter – Cllr Merriman reported that it has now been printed and is out for circulation. Next edition in early Spring 2019 to include the precept figs and NP feedback.</p>	

56	<p><b>Financial &amp; Governance Matters:</b>  Statement of accounts as circulated by the Clerk – agreed.  GDPR – no updates.  BY-ELECTION – the Clerk updated re the process and that the vote would be on 13<sup>th</sup> Dec.  Cllr Morris confirmed the budgetary impact of the by-election and the potential cost of an election in May 2019. Approx. £10K for the by-election and a possible £15K for an election.  It is essential that accurate financial planning takes place for elections accrual, newsletters, NP and estate management budgets. Initial figs for balances and budgets were noted together with potential increases for 2019-20. The Finance Working Group need to meet shortly and it was agreed that the whole PC would benefit from budgetary understanding / refresher during November. Cllr Morris to liaise re dates.  Cllr Taylor raised the issue of future greenspace management as the Villages area is now quite mature and requires serious management. Rather than year on year, should a rolling plan be introduced in conjunction with City Officers? Can financial planning allow for this? The PC noted this concern.</p>	<p>FWG to meet – Cllr Morris to arrange.</p> <p>Cllr Morris to arrange PC refresher as required.</p>
57	<p><b>Reports from Outside Bodies:</b>  Lyppard Hub – no report.  Worcester City Standards Board – next meeting 14<sup>th</sup> November  Worcs CALC – updates as circulated via email. Changes noted to planning regulations.</p>	<p>Cllr L. Hodgson &amp; Cllr Taylor to check re planning changes.</p>
58	<p><b>Councillor Reports &amp; Items for future Agendas:</b>  None.</p>	
59	<p><b>Report of the Clerk:</b>  Accounts agreed for payment –</p> <ul style="list-style-type: none"> <li>• £565.00 Clerks salary</li> <li>• £48.00 Clerks expenses</li> <li>• £1270.00 Colourtex Limited – NP questionnaires</li> <li>• £666.00 Brodie Planning Associates – NP work</li> <li>• £816.00 Pace Print &amp; Design – newsletters</li> <li>• £20.50 D. Merriman – NP reimbursement</li> <li>• £60.07 D. Merriman – environmental expenses</li> <li>• £58.90 HFE Signs – NP banners (retro paid bacs)</li> </ul> <p>Money received - £5400.00 Groundwork UK – NP funding</p>	<p>Clerk to pay accounts as agreed.</p>
	<p style="text-align: center;"><b>There being no further business  the meeting closed at 8.30 pm</b></p> <p style="text-align: center;">Next meeting: Monday 3<sup>rd</sup> December 2018</p>	