

# WARNDON PARISH COUNCIL

Minutes of a Meeting of the Parish Council held on 7th October 2019 at

Lyppard Hub commencing 7:30pm.

*Prior to the meeting, at 7.00pm, Cllr L Hodgson gave a short overview of the Worcester City Masterplan.*

## **PRESENT:**

Cllrs A Cross, R Norfolk, A Taylor, D Merriman, D Carney, S Hodgson, L Hodgson

Also, present : Cllr A Roberts, One member of the public.

## **APOLOGIES :**

City Councillor : Nida Hassan

**DECLARATIONS OF INTEREST :** None

**Police report** – no presence by the police.

## **THE MEETING WAS SUSPENDED AT THIS POINT TO ALLOW MEMBERS OF THE PUBLIC TO ADDRESS THE COUNCIL.**

Resident (VB) asked what was being done to allow the public to see future reports to Council. Cllr S Hodgson said that this matter was being worked on alongside a new Parish Council website.

154. The minutes of the meeting on the 2<sup>nd</sup> September were agreed and signed as a true record after one small spelling amendment. Proposed : Cllr. Taylor Seconded : Cllr. Norfolk, all present agreed. The minutes of the Special meeting on 11<sup>th</sup> September were agreed and signed as a true record. Propose : Cllr Taylor, Seconded : Cllr Carney, all present agreed.

### 155. **Appointment of Clerk.**

This matter was moved into a private session at the end of the meeting because private information was being discussed.

### 156. **Councillor Reports**

- Cllr. Roberts reported that he was hopeful that the work done at the end of Trotshill Lane would be successful, no problems have been reported since the barrier was put in place. He also reported that Children's Services were improving by putting it in the hands of a private company, the first of its type in the country.
- Cllr. L Hodgson presented her report and reminded members that the decision on SWDP at the City Council would be made on 22<sup>nd</sup> October. A budget consultation has started, and she encouraged all present to take part.

### 157. **To receive Environmental Reports from :**

Cllr. Merriman – presented her report. She has emailed the City Council to find out what will happen when one of the wardens is absent, as is soon to be the case.

Parish Warden – no-one from the City Council in attendance and no report received to date.

Tree Survey – would be looked at during the coming month.

Village Gateways – waiting for County road scheme to be announced.

VAS Result – to be presented at the next monthly meeting and then every month after.

**158. Financial & Governance matters –**

- Statement of Accounts had been provided – since this was circulated the second part of the Precept has been received (£54,794.16), the council now has a total balance of £180,521.66.
- Finance Sub Committee needs to meet soon to discuss Deposit Accounts and future budget.
- Vacancy for Councillor – a notice will be published on 10<sup>th</sup> October announcing the by-election. Election expected mid November.
- The Audit for 2018/19 has successfully passed.

**159. Planning and Rights of Way –**

Planning Applications - Cllr. S. Hodgson presented his report. Cllrs. Cross, Hodgson & Taylor will meet and discuss some future amendments to the way the report is presented.

Cllr Taylor is to discuss the details of the GTech application with the case officer and ask for an extension to our consultation period.

The Clerk reported that we are still not receiving notification of Planning Application. Cllr L Hodgson to take this matter up with City Council officers.

Neighbourhood Plan – Cllr. Taylor had provided a copy of the proposed Business Questionnaire; this was briefly discussed and then it was agreed to spend up to £200.00 printing & distributing to all businesses in the Parish. Proposed : Cllr A Taylor, Seconded : Cllr A Cross, all present agreed.

Cllr Taylor had also sent details of the recent Greenspace Audit which is accessible online to PC Members & Members of the NP Steering Committee. The current list contains all recognised greenspace areas which are known, and which have been mapped and surveyed. There may be some omissions which will be added as things progress. The list will be amended to show Ward details.

NP Website – all minutes now added. Documents and maps etc will follow soon. Cllr. Norfolk will now look after the administration of the site.

**160. Leisure and Community Affairs.**

- Newsletter – still not produced, some input required from councillors. It was suggested that a small article be included about Electoral Registration.
- PC Facebook – some announcements added.
- Bench Strategy – Cllr. Norfolk presented a proposed strategy and explained that he and Cllr Merriman would make their recommendations at the November meeting of the council regarding the potential locations for new benches.
- Unadopted Land – No meeting yet. The list provided by the NP group was to be used as a basis for starting the work.
- Allotments Update - two persons recently gave up their plots, so these have been re-allocated. This leaves five people on the waiting list.
- Website – Cllr. Norfolk presented a report that showed five potential suppliers of templates for parish councils. He recommended the use of two of the listed companies and requested that everyone looked at the sites in question and let him know if others were favoured.
- Outdoor Table Tennis facility – members agreed that careful consideration for the siting of this was needed. Cllr Norfolk will come back with costs and potential grants; he will also talk to the City Council about location(s).
- Defibrillators – Cllr Carney and the Clerk will be changing the pads and battery packs before 20<sup>th</sup> October.
- New Plantation Display Boards – this is to be investigated further.
- Brecon Avenue AstroTurf – still under investigation, no progress yet.

**161. To Receive Reports from Outside Bodies.**

- Lyppard Hub Management Board – All Officers of the Trustees were re-elected at the recent AGM. There have been some internal changes to the layout agreed subject to agreement of the City Council. One proposal sees the loft area enclosed to provide a new meeting room.
- Worcester City Standards Committee – no meeting.
- CALC updates which affect the Parish – all councillors were encouraged to complete the recent Councillor Consultation which had been distributed.

**162. Future Reports to Council.**

This matter is waiting for a Working Party to be formed.

**163. Councillor Reports for Future Agendas.**

There were none.

**164. Report of the Clerk.**

The Clerk presented accounts for payment as listed. Proposed : Cllr. Carney  
Seconded : Cllr. Merriman, all present agreed to pay those listed below.

**Approval of Accounts for Payment :**

- |                          |                   |         |
|--------------------------|-------------------|---------|
| • Worcester City Council | Warden Apr-Sept   | £10,500 |
| • PKF Littlejohn         | 2018/19 Audit fee | £480.00 |

- Waterplus Allotments water £78.84
- Defib Shop Pads & batteries (conf. only) £227.66

### **Confirmation of Cash received**

- Worcester City Council 2<sup>nd</sup> Half Precept (2019/20) £54,794.16

At this stage of the meeting it was proposed by Cllr L Hodgson, seconded by Cllr Cross that the Parish Council should go into private session because the council would be discussing matters of personnel and private detail. This was unanimously agreed.

### **165. Appointment of Clerk**

The Parish Council discussed developments to date and received an update from the Interim Clerk on the status of matters concerning this appointment.

It was decided to hold a meeting of the Sub Committee as soon as possible so that options could be considered.

Cllr L Hodgson was added to the Sub Committee to fill the vacancy. Proposed : Cllr Cross, Seconded : Cllr Norfolk, all present agreed.,

There being no further business the meeting closed at 9.28pm.

Date of the next monthly meeting is 4<sup>th</sup> November 2019 at 7.30pm (Starting at 7.00pm there will be a presentation by the Police Commissioner).