

DRAFT

Little Comberton Parish Council

2023/8

Parish Council Meeting - Minutes Tuesday 7th March 2023, 6.30pm Village Hall

Parish Councillors Present: L Haycock, N Jamieson, A Dermont
District Cllr E Kearsy

Clerk/RFO: Nicola Harding

In attendance: No parishioners

1. Apologies:

Received from Cllrs Rabbette and Smithson.

2. Declarations of Interest

There were no declarations.

3. Parishioner's Comments

A concern had been received regarding the condition of Parish footways following recent Airband works. It was confirmed that a report had been logged with Airband and the site had also been inspected by Worcestershire County Council who have issued a works order to attend to the defects.

Concerns had also been shared by several parishioners regarding new telegraph poles recently installed along Wick Road, which have had a detrimental impact upon the view and created an urbanized feel in the vicinity. It was agreed to check notices which have been placed upon the poles by Airband to establish a potential solution and to share with villagers.

Actions: Cllr Dermont to photograph signage and circulate to Cllrs for further action. Cllr Jamieson to update parishioners via the village website.

4. Minutes of meeting held on Tuesday 7th February 2023

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

5. Progress reports from Parish Activities: brief updates:

a. Lengthsman: The Clerk had circulated details of the February invoice received. As there had been no contact with the lengthsman following requests for regular communication regarding work plans, it was agreed not to renew the WCC contract as of 1st April 2023 and to pursue potential opportunities with a lengthsman in a neighbouring parish.

Action: Clerk/Cllr Jamieson.

b. Highways: Updates have been passed to WCC's specialist contractor who have agreed to carry out a new survey to establish the full layout of the drainage system for the area on the Pershore Road end of Orchard Drive and any defects which may need addressing. Once a survey is completed, WCC will look at programming and carrying out any necessary works, but have informed the Council that there is currently a high demand across the County.

c. Queen Elizabeth II memorial planters: County Cllr Hardman has confirmed that the land intended for two memorial planters is within the ownership of the village hall and therefore does not pose a highways issue. It has been agreed to replace the two existing wooden planters with stone planters and quotes are currently being sourced for further discussion at the next meeting of the village hall committee in May.

Action: Cllr Smithson & Cllr Haycock.

6. District and County Councillor's reports:

The following report was shared with members:

- King's Coronation: Wychavon District Council have confirmed that £200 of funding is available towards community Coronation events within the Parish in May. A form has been circulated for completion in order to release the funding to parishes.

Action: Clerk.

It has also been confirmed that any planned road closures require an application to be submitted to WDC by Monday 20th March.

Action: Sports & Social Committee.

- Council tax: A Council tax freeze was agreed at the last District Council meeting, continuing for the sixth year running. This will mean £2.7 million has been left in resident's pockets, whilst maintaining all services.
- Design code: The Design Code consultation is open until 31st March 2023. This is a proactive initiative, well ahead of any planning reforms & requirements, and all residents are encouraged to have their say via:

<https://communities.createstreets.com/WychavonCentral>

Following an enquiry from Parish Councillors regarding the village design statement and how this may be fed into the District Council's new design code, Cllr Kearsy confirmed that she had studied the village design statement for Little Comberton adopted by WDC, however given new planning reforms currently under consideration, expectations need to be

managed in terms of the validity of this statement in future planning applications, given that a Neighbourhood Plan now supersedes village design statements. Until such planning reforms go through, Neighbourhood Plans would therefore take precedence above a village design statement and would provide parishes with better protection in planning terms. It was confirmed that the process for Neighbourhood Plan applications will be less onerous and shorter once the planning reforms are finalised, therefore it was advised to consider this as a potential, future option for the Parish.

- A Wychavon leaflet has been distributed to all residents, outlining the many achievements of the current Wychavon District Council, available via the following link: <https://bit.ly/3k3ia7g>
- A46: Following extensive campaigning for new safety measures along the A46 at Hinton Cross & Childswickam, Cllrs were encouraged to learn that a new 40 mph limit will be trialled in the area, to be enforced by mobile speed cameras. Thanks were noted to all those residents and Cllrs who had participated in the consultation and initiative.

7. Elections

The Clerk had circulated guidance for prospective Cllrs received from Wychavon District Council ahead of the meeting, outlining the procedures for the forthcoming District & Parish elections on 4th May 2023. A discussion ensued regarding the delivery of nomination papers, which must be by hand, either in person or by a trusted individual. Cllrs are reminded to include their full address on all their papers and that voter identification is now required in the voting process, unless a postal vote is undertaken. It was confirmed that the Clerk can provide nominees with elector numbers from the electoral register for proposers and seconders within the Parish, or alternatively, these can be obtained direct from Wychavon upon request by calling 01386 565437.

Notices of election require publication on notice boards by 24th March, after which nominations may be submitted between 10am and 4pm at The Committee Room, Civic Centre, Wychavon District Council, until 4pm on Tuesday 4th April 2023. An appointment is not necessary and it is advised to submit nominations at least two days ahead of this date to allow for checks and amendments, if any, to be corrected.

Further information is available from the elections team via: elections@wychavon.gov.uk and <https://www.wychavon.gov.uk/elections>

Actions: Cllr Jamieson agreed to provide voter ID updates on the village email.

Clerk to append attachments to the minutes regarding candidate guidance and nomination forms. Clerk to circulate election notices once received, to be published on the village notice boards by Cllr Haycock & Jamieson.

8. Sewage

The Chairman reported that a sewage pipe from neighbouring Great Comberton had recently ruptured across fields in Little Comberton, resulting in a sewage leak into the ditch behind the Manor House. It is believed that the rupture had been caused by large quantities of material which were not designed to be flushed into the system. No notifications of the issue had been received in Great Comberton, therefore Great Comberton Parish Council had circulated Severn Trent guidance as a helpful reminder to their parishioners to hopefully avoid any future issues.

It was also noted that local planned upgrades to the pipework to Bricklehampton are currently underway.

9. Planning

W/22/01053: The Manor House: Conversion of existing barns to single residential dwelling – a decision remains pending.

W/23/00375/00376/LB: The Old Thatch: Rebuild and extend the kitchen. Add a new obscured glass window to the upstairs bathroom. Rebuild and extend the garage/workshop. Replace all existing windows.

Design and elevation documents had been circulated and a discussion ensued. It was agreed that the application entails a significant upgrade which visually enhances the historical character of the property in a sympathetic manner. Although Cllrs welcome this design and support the application in principle, it was also noted that the proposed kitchen extension is larger than the existing structure and as such would be closer to the neighbouring property. In addition, the footprint of the proposed garage structure is larger in design, with the potential for overlooking some gardens in Orchard Drive. To this end, Cllrs agreed to highlight these views to the planning officer and request comparison drawings of the existing and proposed garage, to enable a clearer understanding of the changes proposed, in addition to widening the neighbour consultees to residents in Orchard Drive, who may ultimately be affected by the proposals.

Action: Cllrs to summarise their discussion and forward comments to Wychavon District Council's planning officer by 28th March 2023.

10. Finance

a) Current Balances at 28th February 2023

Current Account:	£6,813.98
Deposit Account:	£4,935.75

TOTAL	£11,749.73
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b) Payments to report:	
Salary: February 2023	£362.70
Expenses: February 2023	£12.00
Expenses: Postage	£2.90
Lengthsman: February 23 work plan	£156.00
Lengthsman: Village gates installation	£100.00
Village hall hire: Feb 2023	£13.00

TOTAL	£646.60
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Proposed Cllr Dermont, seconded Cllr Jamieson, to approve the payments presented.

Income to report:	
WCC: LM work plan January 2023	£130.00
HMRC: VAT refund 2022/23	£268.60

c) Banking arrangements: Following the Clerk’s recent application to Lloyds Bank to open a treasurer’s Parish Council account, paperwork had been received and circulated for completion by all signatories.

Action: Cllr Rabbette/Clerk.

11. Correspondence

- Wychavon DC Design Code: Extension of public consultation to 31st March 2023.
<https://communities.createstreets.com/WychavonCentral>
- Wychavon DC Another round of the Wychavon Community Legacy Grant scheme has been agreed. Expressions of interest will open in early 2024 & more details are available via an online briefing on **30 March at 6.15pm** via Teams.
- Wychavon DC Confirmation has been received that £200 funding will be available to mark the King’s Coronation in May 2023. Application forms to be circulated to Parish/Town Councils for completion. Road closure requests to be completed and forwarded to WDC by 20 March.
- Wychavon Sport Details of the 2023 Parish Games had been received. *Action: Forward to Cllr Smithson for circulation to the village hall committee.*
- CNLB Details of a revised Neighbourhood Planning Position Statement had been received from the Cotswolds National Landscape Board. These had just been received ahead of the meeting and it was agreed therefore to include this as an agenda item for the April Parish Council meeting.

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

There were no additional items to report.

13. Date of Next Meeting: Monday 3rd April 2023 at 7.00 pm

Date of Annual Parish Meeting & Annual Meeting of the Parish Council: Tuesday 16th May 2023 at 7.00pm

Signed

Date.....

Chairman