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Little Comberton Parish Council

2023/16

Parish Council Meeting - Minutes Tuesday 13th June 2023, 7.00pm

Due to a booking error by the Clerk and an additional meeting at the village hall, the Parish Council met at Rose Cottage, Wick Road. Council members waited until 7:05pm at the hall to ensure any members of the public could attend if they so wished.

Parish Councillors Present: L Haycock, N Jamieson, C Rabbette, A Dermont & N Smithson.
District Cllr B. Hardman

Clerk/RFO: Nicola Harding
The new parish lengthsman was also in attendance

In attendance: No parishioners

1. Apologies

Received from County Cllr A. Hardman.

2. Declarations of Interest

There were no declarations.

3. Parishioner's Comments

There were no parishioner's comments received.

The Chairman moved the meeting to enable a formal introduction from the new parish lengthsman in attendance. The lengthsman informed Cllrs of tasks specific to his role which he also conducts in neighbouring parishes. It was confirmed that recent heavy rainfall had not appeared to have had a significant impact upon the drains, but these will be checked on a regular basis. It was also confirmed that in June, weeds will be dealt with on the kerb lines, around gully grates and under benches, in addition to moss which has gathered on the path beside the village hall. Thanks were extended to the lengthsman for his efforts ahead of the street market and for his time in attending the meeting.

4. Minutes of meeting held on Tuesday 16th May 2023

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

5. Progress reports from Parish Activities - brief updates:

The Chairman referred to the actions agreed at the May annual meeting of the Parish Council and the following updates were noted:

- a. Lengthsman: The first work plan had been completed in May and priority tasks for June were agreed, as recorded under item 3.
- b. Highways: The Highways team are continuing to try and source cobbles at their depots in order to replace those missing on the road side at Elmley Road.
- c. Airband: Worcestershire County Council had confirmed that a meeting had taken place with Airband and their contractors on 6th June, after which a date should be confirmed for the removal of the telegraph poles on Wick Road. It was agreed to wait one month and establish progress with the Senior Broadband and Connectivity Manager at Worcestershire County Council thereafter. *Action: Chairman.* In his role in getting high speed fibre internet into Little Comberton, the Chairman had also conducted a brief review of parishioner's experiences to date who had signed up to the Airband scheme, and continues to monitor its progress.
- d. Queen's Memorial planters: A builder has been approached and has agreed to provide a quotation for consideration at the next meeting.
- e. CPR training: Mark Kibble has kindly agreed to continue with the regular maintenance checks of the Parish defibrillator. It was agreed to approach additional contacts qualified to conduct future CPR training. *Action: Cllr Haycock.*
- f. a). Trees: Two dead trees on the village boundary along Pershore Road, as reported by the tree warden, require action. Clerk to report online to WCC for further advice.
b) The Clerk drew Cllr's attention to the last formal Arboriculture report and its recommendations of two large trees in the memorial garden, which is recommended every five years unless there are prior concerns. As the trees had recently been visually inspected by a tree surgeon and there are currently no concerns to note, it was agreed to schedule the next formal inspection in August 2024, in line with the last report's advice. A visual tree inspection of trees in such public locations adjacent to roads is also recommended annually, or at 15- month intervals when trees are seen in different seasons, and recorded. It was agreed that the lengthsman and tree warden could qualify to conduct such checks as an interim before August 2024. *Action: Clerk to liaise with the tree warden and lengthsman and arrange for a formal inspection of the lime and scots pine trees in the memorial garden, in August 2023.*
- g. Severn Trent: A Network protection visit to the Parish had been scheduled on 19th June to conduct a letter drop and educate parishioners on the problems of local sewer blockages which continue. It was also agreed to circulate the updated visual guidance via the village email system after the visit. *Action: Chairman.*

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6. District and County Councillor's reports:

County Cllr A. Hardman: Cllr Hardman forwarded a report ahead of the meeting due to his attendance at a neighbouring Parish Council meeting.

Attention was drawn to the County Council's grass-cutting policy, given the recent 'no mow May' initiative in some areas nationwide. It was confirmed that the policy of the County Council is to put road safety at the forefront of their actions, thereby mowing a metre-wide strip on grass verges adjacent to the highway. This is due to difficulties faced by pedestrians and cyclists alike in stepping onto a fully grown verge, and given that there are a high proportion of walkers in the county, if they need to step out of the way of traffic, they need to be able to see where they are stepping onto. County Council policy is to therefore mow more intensely around road junctions and hazards and a metre strip in the verge, which should in many cases leave a considerable buffer for wildlife; and every four years, the whole verge will be mowed in the autumn to keep the scrub.

District Cllr B. Hardman: As there has only been one full meeting since the recent District Council elections, there was nothing specific to report from Wychavon at present. Communication had been received regarding access created at a property in the Parish. It was confirmed that a process is underway with Wychavon and further updates would be provided as received.

7. Planning

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

W/23/00375/00376/LB: The Old Thatch – Rebuild and extend kitchen, add new obscured glass window to upstairs bathroom, rebuild and extend garage/workshop, replace existing windows – a decision remains pending by the planning officer.

W/23/00358/HP: Ringsmere Orchard – Ground floor extension to existing house for dining, gym, utility and car park – notification had been received from Wychavon that this application has been approved. It was agreed that District Cllr Hardman would provide further updates as received from the planning officer and enforcement team.

8. Finance

a) Current Balances at 1st June 2023

Current Account:	£8,511.06
Deposit Account:	£4,941.88
TOTAL	£13,452.94

b) Payments to report:

Salary (May 2023)	£362.70
Expenses: (May 2023)	£12.00
Expenses: Postage (May 2023)	£12.00
LCVHC: May hall hire	£13.00

*An invoice had been received after circulation of the agenda for annual district council garden waste charges at the memorial garden. It was therefore agreed to include this item as an additional payment for approval:

K. Lloyd: (Wychavon DC)	£52.00
TOTAL	£451.70

Proposed Cllr Jamieson, seconded Cllr Rabbette, all in favour to approve the payments presented.

Barclays closure and Lloyds bank updates: The Parish Council is required to complete a business account closure form in order to finalise completion of the approved banking changes from Barclays to Lloyds bank. This was completed by the Clerk and signed by existing signatories at the meeting. Once received, it has been advised by Barclays that the existing business accounts should be closed within five working days, upon which a final statement of balances will be provided and the transfer to Lloyds bank complete. *Action: Clerk to continue to monitor.*

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9. Correspondence

Local co-ordinator: A request had been received by the local co-ordinator for potential interest to form a team of flat green bowlers. An advert has been placed in the Link magazine and it was agreed to also circulate this via the village email.
Wychavon Parish Games

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

Prior to the meeting, a draft village newsletter had been circulated for comment. This was discussed and comments noted and it was agreed to establish printing charges with a view to circulating to the village in the near future. *Action: Cllr Haycock.*

Cllr Smithson updated members about some recent committee member changes on the village hall committee.

The Clerk updated the meeting that the local neighbourhood housing officer would be in communication after their annual leave, following a concern noted at the last Parish Council meeting of the condition of a front garden within the parish.

11. Date of Next Meeting: Tuesday 4th July 2023 at 7.00 pm in the village hall.

Signed

Date.....

Chairman