

# DRAFT

## Little Comberton Parish Council

2024/5

### Parish Council Meeting - Minutes Wednesday 7<sup>th</sup> February 2024, 7.30pm Village Hall

**Parish Councillors Present:** A Dermont, N Jamieson, C Rabbette, N Smithson

**Clerk/RFO:** Nicola Harding

**In attendance:** Three parishioners

**1. Apologies**

Received from District Cllr B. Hardman.

**2. Declarations of Interest**

There were no declarations.

**3. Parishioner's Comments**

There were no comments received. The Chairman welcomed three parishioners in attendance, who had expressed an interest in item 5, Casual vacancy.

**4. Minutes of meeting held on Tuesday 23<sup>rd</sup> January 2024**

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

Cllr Rabbette drew attention to item 6 of the January minutes 2024, whereby District Cllr Hardman had reported on Wychavon's current consultation on their draft design codes. Having read the Pershore area code, it was noted that Little Comberton & Great Comberton Parish are not listed in the bibliography as having a village design statement in place. It was therefore agreed to feed this back to Wychavon in order to request an amendment. *Action: Clerk.*

**5. Casual vacancy**

The Chairman proposed, unanimously supported by all Cllrs, to fill two existing casual vacancies on the Parish Council by co-option of Daniel Smithson & Louise Schmitz. Thanks were extended to each new Cllr for volunteering their time and it was agreed to outline and confirm Cllr roles and responsibilities at the next meeting in March. A declaration of acceptance of office was signed and the Clerk agreed to forward a register of interest form for completion to Wychavon District Council, along with other Council documentation.

*Action: Clerk/Cllrs Schmitz & Smithson.*

Following the recent resignation of Cllr Haycock, a final casual vacancy has been created. Wychavon District Council has therefore been informed and a vacancy notice placed on the Parish notice boards. The Council will be informed after 19<sup>th</sup> February if there has been a request for an election to fill this vacancy, or if the vacancy may be filled by co-option at the next meeting of the Parish Council.

**6. Progress reports from Parish Activities: brief updates:**

a. Lengthsman: The lengthsman has continued to catch up on tasks around the parish following a period of absence. Fallen trees reported at the January meeting were noted and it was agreed to revisit this as an agenda item at the next meeting, as the landowners have been informed. It was also confirmed that recent expenditure for weed killing accreditation had been agreed and shared by seven parish councils in total, as approved at the November 2023 meeting.

b. Highways: Road safety – Following the recent circulation of the Parish Council's proposals towards tackling excess driving speeds in the village, a consultation process is currently underway with Worcestershire County Council Highways until 1st March 2024. Several views have subsequently been received from parishioners, which were collated, shared and discussed at the meeting. Although the majority of views are in support of these proposals, Cllrs agreed that credence must be given to those opposing views received by villagers who are most affected by the proposals. It was agreed therefore that in order to address these comments, contact should be made with the County Council's Principal Traffic Engineer, in order to establish a clear understanding of the consultation process and whether an independent, legal review will be carried out in assessing the safety of these proposals. It was emphasised that the suggestions are, at this stage, in the early stages of consultation, and following relevant advice received, alternative measures may be considered.

*Action: Cllr Jamieson to seek full clarification of the County Council's safety assessment and consultation process, ahead of final comments to be submitted by 1<sup>st</sup> March.*

c. Trees: Following a request to sponsor a tree from a gentleman whose father had been billeted to Little Comberton during the second world war, Cllr Rabbette confirmed that the tree warden had liaised with the gentleman and a holm oak has now been planted along with a plaque, in commemoration of his late father.

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- d. Airband: poles: Cllr Jamieson agreed to request further updates from the Senior Broadband and Connectivity Manager at WCC, regarding the removal of the redundant telegraph poles down Wick Hill. Details of Airband's CEO had also been provided, should this matter require further escalation. *Action: Cllr Jamieson.*
- e. Old Rectory: Following a request for an update regarding the likely completion of the ongoing schedule of works, a response had been received from the homeowner which was shared at the meeting, expressing thanks to the Parish Council and confirmation that the verges should be reinstated by early Spring.

## 7. District and County Councillor's reports:

Cllr B Hardman had forwarded updates ahead of the meeting, as reported under item 4, Design Code & item 8, Planning: reference W/22/01053: The Manor House.

## 8. Planning

**W/22/01053: The Manor House** - Conversion of existing barns to single residential dwelling – a decision remains pending, however it had been confirmed by Cllr Hardman that once the planning officer has responded to some remaining comments, a decision on this application will be made.

**W/24/00031/HP Associated Ref: W/24/00032/LB** Location: The Old Thatch, Pershore Road - addition of new obscured glass window to the upstairs bathroom, rebuild and extend the garage/workshop, replace all existing windows, timber rose arch between house and detached garage to form covered pedestrian link. Comments of support had been forwarded on 30/1/24.

**W/23/01876/FUL: Construction of a general purpose agricultural building** - a decision remains pending.

**Grange Farm fields land sale: Wick Road:** Confirmation had been received from the land agent that the Parish Council's request for contact details will be forwarded to the new owner.

## 9. Finance

a) Current Balances at 1<sup>st</sup> February 2024

Treasurer's Account:	£13,303.08
<b>TOTAL</b>	<b>£13,303.08</b>

b) Payments to report:

Salary: February 2024	£388.70
Expenses: February 2024	£12.00
Village hall: January hire	£17.00
<b>TOTAL</b>	<b>£417.70</b>

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

It was noted that as Cllr Rabbette is currently the designated Cllr who approves online payments set up by the Clerk, in the interests of transparency and proper scrutiny of the accounts, a separate Cllr should complete future bank reconciliations. It was agreed to confirm this, along with all other Cllr roles, at the next meeting. *Action: Clerk – agenda item.*

Cllr Jamieson also noted recent expenditure incurred for expenses towards bench repairs which are currently being undertaken by a village volunteer. It was agreed to forward copies of receipts to the Clerk to arrange for payment, to be formally reported at the March meeting.

*Action: Cllr Jamieson/Clerk.*

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## 10. Correspondence

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| Persnore Rural<br>SNT       | A revised newsletter had been received and circulated, containing information on how to contact the Persnore Rural Safer Neighbourhood Team, alongside a list of areas they cover. It was agreed to advertise this on the village website. <i>Action: Cllr Jamieson.</i>   |
| Wychavon DC                 | Formal invitations have been received from Wychavon's Chairman for Parish & Town Council Chairman's attendance to the Civic Service at Persnore Abbey, on Sunday 21 <sup>st</sup> April at 3pm. RSVP by 29 February.   |
| WCC<br>Lengthsman<br>Scheme | There will be a proposed launch of digitisation of the Parish lengthsman database on 2 <sup>nd</sup> April 2024, after which access to the Parish Lengthsman database will be solely online. Details of how to access the database will be emailed to Parish Clerks, with drop in sessions available to familiarise with the new system. |

- 11. Councillor's reports and items for future agenda:** Following a recent discussion with the homeowner of Ringsmere Orchard, it was agreed that the Council would seek clarification regarding permissions previously granted by the District Council with Wychavon's planning officer and District/County Cllrs. *Action: Cllr Jamieson.*

- 12. Date of Next Meeting: Wednesday 6<sup>th</sup> March 2024**

Signed .....

Date.....

Chairman