

# Hill & Moor Parish Council

Clerk: Mrs Jo Adams  
Landline: 01386 554305

Address: 43A High Street, Pershore, WR10 1EU  
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## Minutes of the Parish Council Meeting

held in Lower Moor Village Hall on

**Thursday 7th November 2019 at 7pm**

Present: Cllrs T. Betteridge (Chair), P. Jeanes, Mrs A. Jeanes, D. Saunders and S. Vaughan

Also present: J. Adams, Clerk; 5 members of the public

- 1. Apologies:** Apologies had been received from Cllr Mrs P. Stone.
- 2. Declarations of Interest:** Cllr Vaughan declared a Disclosable Pecuniary Interest in the planning application for The Sheiling at item 7a, as his house was next door.

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***The meeting was adjourned for Public Question Time***

*Notes can be found at the end of these minutes.*

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- 3. Minutes:** It was agreed that the minutes of the Parish Council meeting of the 3rd October 2019 were a true and accurate record.
- 4. District and County Councillors reports:** Cllr Tucker reported that the planning application for the Springs had been approved. No date had yet been set for the Planning Committee to discuss the new dwelling in Bridge Street. There was no update to the issue of the odorous ditch on the A44. She reported that there was little detail on the SWDP proposal for Throckmorton so objections would be difficult to word. The strategic gap had been removed between Pinvin, Wyre and Pershore. She reported that the traffic lights at Wyre were being replaced with more modern ones.
- 5. Parish Councillors reports:** Cllr P. Jeanes had reported the tarmacked-over drains to the county council. There was a change of liaison engineer, as Mr Brienza had retired. Cllr Jeanes reported that the new memorial bench had one coat of teak oil painted on but could probably do with another. A complaint had been received about cuttings from the Springhill Farm hedge in Salters Lane falling unrecovered into the ditch. The farm had been contacted and had agreed to clear the cuttings.
- 6. Progress reports**
  - a) Review of actions from previous meeting: The action points were reviewed.
  - b) Playing Field and mowing: The playing field had not been as regularly mown as it was desirable – the mower would be discussed later on the agenda. Cllr P. Jeanes reported some vandalism to the goalposts, which had now been repaired.
  - c) Play area: The gate had taken a battering from someone and the spring and clapper needed reattaching.
  - d) Flood / Drainage: Cllr P. Jeanes reported that the drain in Cherry Orchard Road was prone to blocking up as soil from the bank washed into it during rainfall. It was suggested that the county council be contacted, and a brick 'collar' requested similar to the drain in Manor Road. There was a discussion as to whether the flood funds could be used for this. Contact to be made with WCC in the first instance.
  - e) Footpaths: Nothing to report.

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- f) Village Hall: An appeal would be made for volunteers for Village Hall committee as some of the new members from a few months ago were no longer involved. The VEG group would see if they could help out with some of the outstanding issues, such as the out of date information on the website.
- g) Neighbourhood Watch: The new leaflet was now available for delivery.
- h) Landfill Site: The meeting a few weeks ago had taken place and all was well, with only a few minor breaches in levels taking place.
- i) Lengthsman: The renewal of the lengthsman's contract would be discussed in January.
- j) Newsletter: Nothing to report.
- k) Report from NHB /S106 Group: The council's application for Section 106 funds for improvements to the football pitch was in progress. Cllr Jeanes would obtain quotations for installing low rails on the fencing to prevent stray footballs from reaching the road. He would also ask Sandfields for their support for the project.
- l) Report from the Village Events Group (VEG): The fireworks had gone well despite the weather. The group were planning a quiz night in January and film nights when the audio-visual equipment was in.
- m) PACT: Nothing to report.

## 7. Planning

### a) To discuss and comment on any current planning applications

19/02239/HP	Hill Furze Farm, Hill Furze, Fladbury, Pershore, WR10 2NB	Proposed two storey extension and new access - retrospective
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The response would be returned that the council had no objection to the application providing the new access had sufficient visibility splay.

19/01698/HP	The Sheiling, Bridge Street, Lower Moor, Pershore, WR10 2PL	Proposed First Floor Extension
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Cllr Vaughan left the room. The council had no objection to the planning application.

**b) Wychavon District Council Decisions:** Cllr Vaughan rejoined the meeting. There were no planning decisions to report.

**c) To note or discuss Planning Correspondence, Information and Issues:** There were none.

## 8. Finance

- a) To report on the financial situation of the Parish Council and to approve cheques for payment

### Income since last report

Date	Received from	Details	Total £
07/10/2019	Crowle Searchers	Hire Playing Field 2019/20	350.00
17/10/2019	WCC	Grass cutting contribution 2019/20	770.07
09/10/2019	Lloyds Bank	Bank Interest	0.41
30/10/2019	HMRC	Remainder of VAT 2018/19	1,301.77
05/11/2019	Wychavon DC	NHB Grant - Village Hall	11,904.00

### Cheques for approval

Date	Payee	Detail	£ inc VAT
02/10/2019	EON	Streetlighting electricity 1/7/19 - 30/9/19	247.37

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27/09/2019	Wicksteed	Annual playground inspection	54.00
30/09/2019	Smart Cut	Grass 30/9: Perimeter banks; Blacksm Lane	63.65
30/09/2019	Smart Cut	Grass 5/9 & 23/9: various areas	267.29
30/09/2019	PKF Littlejohn	External Audit 2018/19	360.00
24/10/2019	Pershore Fireworks	Fireworks for display	1,100.00
28/10/2019	Shaun Strange	Cider press; strimming on playing field; treat weeds: 5hrs @ £12 phr	60.00
28/10/2019	Shaun Strange	Phone box refurb 23hrs @£12phr	276.00
31/10/2019	J. Adams	Salary Oct '19	256.79
31/10/2019	J. Adams	Phone/computer Oct '19	17.50
31/10/2019	K M Perry	Full kitchen and appliances - Village Hall	7,646.94

Current account - Lloyds  
A/c 01865441

**Balance as at 30/10/19**

27,680.26

Current account - Barclays  
A/c 93119491

**Balance as at 30/10/19**

0.00

Savings account - Lloyds  
A/c 07578509

**Balance as at 30/10/19**

10,032.99  
(£10,000 Flood Alleviation)

**Total cash assets**

**37,713.25**

It was resolved to approve the items for online payment.

- b) To discuss the internal auditor's report:** The following actions would be implemented or investigated further: to look at revising the Financial Regulations to avoid unnecessary work to obtain quotations for small purchases; to take the advice of CALC; to investigate getting a Parish Council bank card to purchase items online that are currently being purchased by councillors and refunded; to update the Risk Management policy; to increase the scope of the review at the Annual Meeting to scrutinise the council's systems of internal control, as stated on the Annual Governance Statement; to formalise the work carried out by the council's regular contractor; to issue official order documents for work wherever practical; to obtain sufficient comparable quotations for items above the threshold stated in the Financial Regulations, as revised; to produce the required reports.
- c) To receive the external auditor's comments:** Noted.

**9. To discuss the purchase of a mower:** Mower quotations had been received circa £8000 for a second- hand ride-on mower with collect capacity. The councillors considered the possibility of getting a non-collecting version which would be cheaper; with weekly cuts, collection would be less of an issue. The first cut of the year generally found long and overgrown grass so a cut-and-collect by the contractor could help here. A cost would be obtained from the contractor for a cut and collect, and Cllr Jeanes would look into prices for non-collecting mowers.

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The council discussed the financial aspect; the 2017 consultation had gained general approval from the residents for a mower purchase, and there were some reserves set aside. Should a purchase go ahead, the council would need to put aside ongoing funds for its eventual replacement and also for yearly maintenance. The matter would be revisited at a future meeting when the additional information had been obtained.

- 10. To discuss the purchase of a Christmas tree:** Quotations had been obtained. It was decided that Cllr Stone would be asked to choose a tree from the supplier in Evesham as costs were competitive.
- 11. To receive an update on discussions concerning CCTV in the village:** One quotation for a CCTV camera and pole had been received and the councillors felt that it was potentially within reach financially. Additional information and quotes would therefore be obtained for consideration.
- 12. To discuss the consultation on and proposals in the South Worcestershire Development Plan Preferred Options:** The Chairman has attended the briefing at the Guildhall but the local proposals had mostly been published in the press already or obtained from Cllr Tucker. The most controversial aspect was the new town proposed to be built on Throckmorton airfield and surrounding fields. There had not been a Hill and Moor councillor at the recent meeting of the parishes, but a representative would attend future meetings. It was agreed that an invitation to take part in the consultation would be sent to residents on the mailing list and that the Parish Council would consider its own response at its next meeting.
- 13. To consider quotations for parts required for the phone box refurbishment:** The paintwork on the phone box had been refurbished and the new *Information* signs put in. Unfortunately the supports for the old perspex panels did not fit with the new glass panels so special frames for the glass would need to be purchased. Three quotes were considered and the council decided to go with the X2 Connect as most competitive on price.
- 14. To respond to a consultation from the Police and Crime Commissioner:** Councillors were encouraged to respond as residents to the consultation but it was resolved not to submit a response from the Parish Council itself.
- 15. To discuss a Village Information Day:** Cllr Jeanes reported that the West Mercia volunteer who was down to sort out the Public Information day for January had bowed out due to other commitments. It was still hoped to run the information day but the arrangements would need to be made in-house. It was resolved to set a date at the next meeting, which would possibly be closer to Spring 2020 to try and ensure maximum attendance.
- 16. Correspondence for Information:** The following correspondence had been received and circulated:
  - Notification of the launch of the Worcestershire Community Rail partnership
  - Notification of the Parish Games presentation evening on the 21<sup>st</sup> November
  - Notification of the Worcs CALC AGM on the 20<sup>th</sup> November
  - Notification of the Worcs CALC Wychavon area meeting on the 5<sup>th</sup> December
  - Notification of the Community Grants Social Fund, which sought to encourage economically inactive people into employment or training
- 17. Clerk's report:** There were still places available on the defibrillator training so an email would be sent round the mailing list as a reminder and to nearby parishes. Highways had given approval for yellow lines at the A44 end of Salters Lane, to prevent parking too near the junction.

- 18. Summary of Councillors' agreed actions:** The list would be circulated round in due course.

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**19. Date of next meeting and items for next agenda:** The next meeting would take place on Thursday 5th December. Items for next agenda: applications for co-option; response to the SWDP consultation; training for community first responders.

The meeting was closed at 10.05pm.

## Public Questions

Residents attended the meeting to ask about progress on the council buying a mower to cut the field. Cllr Betteridge asked if they could put forward a list of names of people willing to volunteer to cut the grass.

A resident reported concerns over the welfare of dogs heard apparently distressed in Blacksmiths Lane.

A resident reported large blocks of concrete across a path under the railway bridge, just beyond the parish boundary at Wyre and Upper Moor. Investigations to be made.

A resident said that she was interested in joining the council.

A resident asked about the Duffledown View planning application; this would be discussed at the next meeting.