

DRAFT

Upton Snodsbury Parish Council

Parish Council Meeting - Minutes Tuesday 17th October 2023, 7.30pm Upton Snodsbury Village Hall

Parish Councillors present: Martyn Macefield (MM) (Chairman), Alan Grainger (AG), Brett Griffiths (BG)
District/County Cllr L Robinson.

Clerk/RFO: Nicola Harding

In attendance: Two parishioners

23/43 Apologies

Received from Cllr Waters.

23/44 Declarations of Interest

There were no declarations.

23/45 Parishioner's Comments

Two parishioners were in attendance to share concerns with the Parish Council regarding the excessive speeds of vehicles travelling through the village on the A422 and Pershore Road. The Chairman provided a background to the meeting of the preventative measures explored and undertaken by the Council to date, and the barriers faced when attempting to set up a mobile patrol with the Safer Roads Partnership. All were in agreement that the speed limit of 30mph on the A422 is regularly exceeded and should therefore be enforced.

Following a positive public road safety meeting at Flyfords Hall in September, a forum has been set up for councillors from the three Council tiers, so that news and ideas can be shared between those Parishes with an interest in issues affecting the A422 and its tributary roads. Cllrs agreed to become involved in the forum, and the Clerk confirmed that contact details had been shared. Suggestions were discussed in addressing these concerns, including a petition involving the six local villages, consideration of a constant speed along the whole stretch of A422, additional signage/chevrons and consideration of suitable locations by locals for a mobile speed vehicle at various points along the road. The Chairman also noted that creating a more defined village boundary could help encourage motorists to reduce their speed on entrance to the Parish and it was therefore proposed to move the village sign which is currently obscured and attach it to the village gates near the Coventry Arms entrance, in addition to exploring planting in the ground at the base of the gates to reinforce the village entrance. It was confirmed that there is a meeting in the near future with the West Mercia Police & Crime Commissioner and the following actions were agreed:

Cllr Robinson to liaise with the WCC Highways Liaison Officer/Police & Crime Commissioner and explore replacement of roundels and relocation of the village sign. Cllrs to maintain interaction with the local village forum, explore the purchase of an additional VAS sign for the opposite end of the village and provide updates to parishioners via the next village newsletter.

23/46 Minutes of meeting held on Tuesday 23rd May 2023

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

23/47 Progress reports from Parish Activities: brief updates:

a. NH – Grass-cutting: The fourteenth cut of the season has been completed and a final invoice is to be received.

b. NH – Highways: Following a recent request, confirmation had been received that permission cannot be granted to attach any signs other than authorised signage to WCC posts in the Parish.

c. MM – Legacy Project: The Chairman confirmed that applications for funding for outstanding amounts needed to fulfil the legacy project need to be completed as soon as possible, along with quotes, in order to secure the funding streams available from Wychavon. *Action: Cllr Macefield/Village Hall. Cllr Macefield to update Cllr Robinson.* The Chairman also agreed to liaise with a parishioner who has kindly offered a donation pledge to the project.

d. AG – Lengthsman: Work has been successfully completed to clear the footpath adjacent to the village hall and at the rear of the bungalows, however Cllr Grainger awaits further communication regarding the lengthsman's next work plan & the Clerk is to receive the lengthsman's worksheets for processing by WCC.

Speeding monitoring: As reported under item 23/45, Parishioner's comments.

Footpaths: Brambles have recently been cut from bushes opposite the post office and it was agreed that the footpath volunteers would return to complete further cut backs of the hedge, with siding out of the footway requested by the lengthsman. Cllr Robinson offered her support, should further intervention be required. *Action: AG/volunteers/lengthsman.*

Police – Crime Prevention: Following attendance at the annual meeting by the South Worcestershire Police Rural & Business Crime Team, it was agreed to arrange a crime prevention event at the village hall one weekend in the near future. Cllr Robinson offered her support and also recommended extending this invitation to the Wychavon Safer Communities Partnership, who work alongside the Police in providing guidance and support. *Action: AG to arrange a convenient date, to be advertised in the next Parish newsletter.*

e. DW – Newsletter: Ahead of the meeting, Cllr Waters confirmed a pre-Christmas newsletter to be published: items and deadline to be agreed. *Action: Cllrs.*

f. AG - BT phone kiosk: Work is progressing well on the phone box refurbishment – the village panes are now in place and in due course, the floor base and hinges will be fitted. Slabs and gravel will also be laid to create a suitable access and a quote obtained for the construction of a bookcase to accommodate books to swap, maps and a general information exchange. Thanks were extended for the work completed by all volunteers. *Action: RP/PS/AG/AH.*

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23/48 Finance

a) Current Balances at 9th October 2023

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| Business Account: | £27,555.91 |
| TOTAL | £27,555.91 |

b) Payments to report:

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| 6/6/23: Grass-cuts 3 & 4 | £316.70 |
| 7/6/23: Salary May 23 | £302.25 |
| 7/7/23: Salary June 23 | £302.25 |
| 10/7/23: Grass-cuts 5-7 | £475.06 |
| 24/7/23: R Peart – Phone kiosk signage | £130.20 |
| 7/8/23: Salary July 23 | £302.25 |
| 10/8/23: Grass-cuts 8 & 9 | £316.70 |
| 7/9/23: Salary August 23 | £302.25 |
| 8/9/23: Grass-cuts 10-11 | £316.70 |
| 8/9/23: WDC – Election admin fee | £50.00 |
| 30/9/23: Grass-cuts 12-13 | £316.70 |
| 7/10/23: Salary September 23 | £302.25 |

TOTAL **£3,433.31**

Income to report:

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| WCC: Grass cutting contribution 2023.24 | £510.22 |
| WDC: Precept & CTSG (ii) | £3,737.00 |

TOTAL **£4,247.22**

c) Bank reconciliation (ii): 30 September 2023: Documents have been prepared by the Clerk and forwarded to Cllr Waters for checks and verification.

Two invoices had been received relating to further expenditure to complete refurbishment of the telephone kiosk. The Chairman proposed, in agreement with all Cllrs, to approve the payment of:

Post Crete @ £8.15
Slabs/cement/pea shingle @ £72.15

d) Proposal to approve purchase of play area balance equipment @ £965.25 + VAT:

Following the recent Scoot & Scramble running event, £1200 has been raised for the purchase of new balance equipment at the Parish play area. Proposed Cllr Griffiths, seconded Cllr Macefield, all in favour, to receive the funds and raise a purchase order for the equipment.

Action: Clerk.

*Paperwork to update the Lloyds bank mandate has now been completed and signed. *Action: Clerk to check and forward to Lloyds.*

*Following a discussion regarding Section 106 funding originally earmarked for the football ground, the Chairman agreed to make contact with Wychavon's Community Development manager to explore options for use of this funding. *Action: Chairman.*

23/49 Planning

W/23/00726: The Croft - Two individual four-bedroom dwellings with garages. The Parish Council has forwarded comments of objection to the planning department. A discussion ensued and it was agreed that these reservations would be raised with the planning officer to discuss potential conditions of the application, ahead of its determination.

Action: Clerk/Cllr Robinson.

W/23/01079: Newton House – A minor amendment to approval W/22/02670/HP had been received. There were no comments to make and a decision remains pending.

Burrows, Owls End lane: Updates had been received from Cllr Waters and circulated ahead of the meeting, regarding the ongoing issue of a pole to be removed in the rear garden of the property to facilitate an extension. National Grid have submitted a further application to Wychavon planning ahead of permission being granted.

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23/50 Correspondence

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| Thomson & Bancks solicitors | Following a review of their storage of deeds and documentation, confirmation had been received of a review of the registered title, Land Certificate and documents relating to land at the Furlong, Pershore Road. These have now been released and forwarded for retention by the Parish Council. <i>Action: Cllr Macefield to check the contents of the information received.</i> |
| Pershore Town SNT | A newsletter had been received from the Safer Neighbourhood Team & the latest parish contract for completion. The Clerk confirmed that this had been completed and forwarded, with speeding identified as the top Parish priority. |
| Wychavon DC | Planning Communities Together: an event is scheduled for 23 rd November 2023, 6.30-8.30pm. Confirmation of attendance is due by 10 th November. |

23/51 Reports

Cllr Robinson had circulated a District and County Cllr report ahead of the meeting, which had been forwarded by the Clerk for information.

23/52 Date of Next Meeting: Tuesday 16th January 2024 at 7.30 pm

Signed

Date.....

Chairman