**WARNDON PARISH COUNCIL**

Minutes of a meeting held Monday 6th July 2015

At Lyppard Hub commencing at 7.30pm

**Present:**

D. Long (Chairman), R. Morris (V/Chairman), N. Fielden, V. Barrall, Y. Rydings, A. Taylor,

D. Merriman.

Also present: County Cllr A. Roberts, Police Sgt S. Hallam, Worcester City Council Planning Manager Paul O’Connor.

**Apologies:**

L. Morris, Ward Cllrs L & S Hodgson, Parish Warden Alex Booth, Ward Cllr A. Feeney.

**Declarations of Interest & Applications for Councillor Dispensations:**

None.

It was noted that any outstanding Registers of Interests should be lodged with Worcester City by 17th July. Forms have been circulated.

**Introductions:**

The PC was introduced to two new Cllrs, Yvonne Rydings & Andy Taylor. Les Morris was also welcomed back as a Cllr. All expressed an interest in managing the Planning Portfolio and agreed to work with the Chairman to progress this.

|  |  |  |
| --- | --- | --- |
| **ITEM** | **MINUTE RECORDED** | **ACTION BY** |
| 34. | **The Minutes of the meeting held 1st June 2015** were agreed and signed as a true record. No matters arising. |  |
|  | **The meeting was suspended at this point to allow members of the public to address the Council.**  The PC was thanked for its response to parking on pavements which had been raised at the previous meeting. Unfortunately no changes in actions had been noticed to date however and it may require Police action and/or enforcement / education. Please report any incidents where H&S is a concern to Police on 101. |  |
| 35. | **Reports:**  Police – Sgt Hallam introduced himself as the new Police Sgt for the Parish area until Dec 2015 unless extended. Current outstanding issues were noted including speed enforcement and the Community Speedwatch initiative which it is hoped will progress. Also aware of the scramble bike issues which are still a concern.  Operation Cruise – this will commence shortly to monitor and police cars racing around the ring road. Also to be reported to 101.  County Councillor – report as circulated. Noted that there has been much concern over the quality of road surface dressing carried out in the Villages. Many complaints have been received and this will be fed back to those involved in the work.  Ward Councillors – apologies received. The Clerk will circulate any report received in de course. | The Chairman to work with Cllr Roberts to write and explain concerns raised to Highways. |
| 36. | **“The Planning Process” – Paul O’Connor, Worcester City Council Planning Manager**  The PC welcomed Paul O’Connor who was to explain the planning process to the Council and answer and questions which arose. The following topics were explored –   * Application process * Application determination * Consultation / community engagement * Timeframes * Technical advice * Pre-application advice * Fees and charges * Sustainable development * Environmental / social / economic impacts * Government agendas * Local development plans / SWDP * Permissions / refusals / material planning conditions – heritage, biodiversity, transport etc * Local planning & national policy * Neighbourhood planning * 5 year land supply / housing priorities * Enforcement issues * Planning regeneration / brownfield sites / development tax breaks & incentives   Paul was thanked by all those present for his clear explanation and willingness to share his long standing experience with the Council. |  |
| 37. | **Planning & Rights of Way:**  Noted the current application from the hospital to relocate the helipad. Future development also anticipated to overcome capacity issues. Concerns from local residents were noted.  Parking problems will increase as a local issue as development continues at this end of the Villages.  SWDP / Neighbourhood Planning – discussed during Paul O’Connor’s report.  Bridleways – consultation is taking place by Worcs CC to upgrade footpaths in the Parish to bridleways. This had always been intended but had never been carried out and adopted by Worcs CC.  Noted concerns re approved access for horses / cyclists and possible usage by scramble bikes.  Bollards may be an option but must be 1.5m apart to allow equestrian access.  Police can only enforce incidents if the ID of culprits is known so liaison with local landowners will be required to deny access to private land. Designation of the pathways is unlikely to make a difference.  The PC felt that there should be an objection to the upgrade of pathways for the above reasons / antisocial behaviour. Needs to be made more difficult for culprits.  Worcester City to look at other possible options.  VAS – R. Morris reported on VAS figures along Plantation Drive – 14,446 cars had been recorded as over the 30mph limit.  Community Speedwatch – it was agreed that Sgt Hallam is to circulate information to the PC when available. | Chairman to investigate options re pathway bollards. |
| 38. | **Play Areas:**  R. Morris circulated a report and gave an update on process to date with Worcester City.  It was felt that the PC had been let down with the consultation process and there appears to be no long term strategy in place. Cllrs agreed that our feelings should be made clear to Council Officers and it was noted that Ward Cllrs seemed to have experienced the same.  Relationship re s.106 funding noted. The Chairman also updated re email trails between the PC and W. Neale of Worcester City which included capital budgets on play equipment having been agreed?? The PC had not been consulted on this. | R. Morris to continue to monitor progress. |
| 39. | **Environmental Matters:**  D. Merriman updated the PC on recent matters and circulated a written report. New reporting procedures also noted.  City Council report had been circulated by the Clerk. Apologies had been received from the Parish Warden for this meeting.  The Parish Council had been asked to consider adopting some land with ponds in the parish adjacent to Berkeley Way. No further details were currently available. Only expressions of interest needed at this stage. Land may be useful for future allotments? All agreed it merits investigation and to express an interest at this stage. | D. Merriman to circ new reporting procedure to the PC.  R. Morris to progress the expression of interest in the Berkeley Way land on behalf of the PC. |
| 40. | **Allotments update:**  R. Morris circulated a report to the PC. Currently 25 on the waiting list and lots of enquiries being received. Working with W. Neale at Worcester City on the extension and an outline plan - hopefully for the next meeting of the PC. |  |
| 41. | **Financial Matters:**  Financial reports circulated by the Clerk.  Draft financial Regs incl assets and risk register had been produced based on CALC/NALC guidance and local requirements. Final doc anticipated for Sept meeting for approval – agenda item.  Bank account amendments are being progressed by the Clerk / Bank of Ireland.  The external audit had been submitted as required to Grant Thornton Auditors by the Clerk. |  |
| 42. | **Leisure & Community Affairs:**  Fete – everything is in place for the PC stall and the fete itself.  It was agreed that V. Barrall and / or D. Merriman should represent the PC to open the fete. |  |
| 43. | **Reports from Outside Bodies:**  None |  |
| 44. | **Councillor Reports & Items for Future Agendas:**  None |  |
| 45. | **Report of the Clerk:**  Accounts approved for payment –  £406.07 Clerk salary  £270.71 HMRC payment  £35.00 ICO data protection fee  £756.30 Lonsdale Print – newsletters  £55.00 R. Gurney internal audit fee  £94.94 ST Water allotments supply  £45.37 BT phone & internet  £450.93 Petty cash imprest  Money received –  £2134.00 Worcs CC Lengthsman reimbursement |  |
|  | **There being no further business the meeting closed at 10.00pm** |  |