

WARNDON PARISH COUNCIL

Minutes of a meeting of the Parish Council held Monday 9th April 2018

at Lyppard Hub commencing at 7.30 pm

PRESENT:

Councillor R Morris (Chairman), Councillor N Fielden (Vice Chairman), Councillor D Long, Councillor D Merriman, Councillor R Harris, Councillor V Barrall, Councillor A Taylor, Councillor L Morris.

APOLOGIES:

M. Alexander, Clerk to the Parish Council

DECLARATIONS OF INTEREST:

None

GUEST SPEAKER: Sue Horribin - Head of Services Worcester City Council

Responsible for Waste Collection/Street Cleaning/ Grounds Maintenance/ Play areas/ Trees

S Horribin was asked by the Vice Chairman, what was her biggest challenge. At which point a discussion took place around recycling and littering. Perhaps a new campaign would be of benefit since there were mixed messages about what can and cannot be recycled. Currently Worcester City Council recycle 37% with a target of 50% by 2020. Nationally the figure is around 45%. Resident having been involved in the plastic industry advised of the numbers given to each type of plastic, which can help with recycling sorting. Maybe this could be a future article for the Parish Newsletter! If of interest Sue offered to organise a trip to the recycling centre and also offered to come back at a future date to discuss Recycling or other topics in more detail.

Littering – would it be possible to have more provision of litter bins, more bins have been provided, but it was thought that if someone is going to find a litter bin, then it is likely that person will take it home should they not find one locally. The city will be looking at other ways of sorting and recycling.

The meeting was suspended at this point to allow

Members of the Public to address the Council:

A resident asked about the removal of the slide from the Swallowfields play area and was advised by the Chairman this was removed as it was past its life expectancy and as part of a planned programme would not be replaced as other play areas had been chosen to focus funding, due to their geographical location within the Parish.

Another resident raised the subject of a 'high profile political' visit to the Hub on Thursday 12th April. The Chairman advised Councillors and attendees at the meeting of the facts that he was aware of. The booking was made with the Hub in someone's name and paid for, for around 150 people. It was rumoured to be for a political rally and to include Jeremy Corbyn and Diane Abbot. The Manager of Lyppard Hub had contacted the City Council Legal department to check if there was any reason the venue could not be used for this purpose, she could not contact anyone in the legal department. She also tried to speak with Worcestershire County Council legal team, but they too were unavailable. It is now understood that the Barn at St Nicholas Church is being used instead but the meeting will be on a smaller scale with no 'high profile' visitors.

| Item | Minute Recorded | Action agreed |
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| 87. | The minutes of a meeting held 5th March 2018 were agreed and signed as a true record. All agreed. | |
| 88. | <p>Reports –</p> <p>Vehicle Activated Signage – nothing to report as no information available due to recent battery failure. New batteries now been received and the VAS will be back in service later this week.</p> <p>Police report - Anti social behaviour issues are down. Less movement of motorcycles. PC Todd and Sgt Hallam have now both left the area, a new PC. Sgt Carl Jones takes with immediate effect, he covers the whole of Worcester. Chairman asked where Sgt Jones would be stationed and suggested it would be good for him to attend a future meeting to introduce himself.</p> <p>County Councillor reported on future road surface dressing in Warndon Parish North, in particular in Lyppard Hanford, which is due to take place from May onwards. Footpath surface dressing would also be taking place. A list to be circulated by the Chair.</p> | |
| 89. | <p>Asset of Community Value</p> <p>It was noted that no reference/update on the proposed City Football Club ground plan. The Chair raised the ongoing topic of Asset of Community Value which has been carried over from previous meeting. Andy Taylor advised as part of the Neighbourhood Plan all areas were being considered under the ACV.</p> | |
| 90. | <p>Environmental Matters</p> <p>Councillor Merriman provided a written report.</p> <ul style="list-style-type: none"> • Parish Warden circulated a report prior to the meeting. • Winter works and tree survey, no expenditure in 20117/18. | |

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| | <ul style="list-style-type: none"> Worcester City SLA – discussions took place around the content of the SLA provided by Worcester City Council. Cllr Fielden commented it was still not adequate to explain what services the Parish Council was getting for the additional finance, above other areas of the City. A meeting is being arranged through the Clerk. | Clerk to arrange a meeting with Worcester City as required. |
| 91. | <p>Planning & Rights of Way Report provided by Councillor Les Morris prior to the meeting. Land east of Nunnery Way – Change of use - Parish Council Objected to the. WCC has approved the change of use for a supermarket and petrol station. Garage Conversion – PC objection due to increasing parking congestion on residential roads within the Parish.</p> <p>Neighbourhood Plan Report provided by Councillor A. Taylor prior to the meeting. Confirmed the Questionnaire would be ready to be circulated by 21st May. Chairman confirmed NP would be the main topic for the AGM Open meeting. A Taylor is awaiting contact by J Eastman from Worcestershire County Council, but he is understood to be on Paternity leave at present.</p> <p>It was agreed to repay the Groundwork grant funding secured for furthering the Neighbourhood Plan as the person whom the Group wished to employ was no longer available and therefore unable to spend the funding.</p> <p>No response has been received to the ‘Petition’ presented to Worcester City Council.</p> <p>AT reported that the Planning process was due to change from the two stage process allowing for Planning Committee members to change their mind at the second stage should further information have been presented to them. This system will now operate as per National Standards</p> <p>Worcester City Football Club Parsonage Way site – The Council is disappointed at the lack of communication with the Parish Council and residents in the area. Prior to the meeting the Chairman had emailed a number of questions to the City Council, who had responded but had failed to answer the questions fully. The only information available to the Parish Council is coming via the Worcester News. It was agreed that the Council should pursue a full response and try to garner engagement from the City Council. Proposed by Councillor Merriman and seconded by Councillor L. Morris. There was unanimous vote for the Chair to</p> | <p>AT to follow up.</p> <p>Clerk to repay when requested.</p> |

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| | <p>pursue this matter until answers are received.</p> <p>It was also noted that the crossing on Nunnery Way to the new restaurant/business development is still not in operation, many months since the first part of the site was completed. Also, the damaged signage has still not been made good.</p> | <p>Chairman to pursue matter as agreed.</p> |
| <p>92.</p> | <p>Leisure & Community Affairs</p> <p>Fete- being progressed by the Hub staff. A stand has been booked and the Neighbourhood Plan will be the main focus. Councillor Taylor advised the ‘Pop up’ stand was in need to be updated. Councillor Taylor advised that he would also be attending St Nicholas Church Fete with the same presentation.</p> <p>Allotments – Report circulated prior to the meeting by Councillor R Morris. Severe weather damaged the water supply to the allotments and requested approval to spend up to £500 on repairs. Numbers of allotment holders had reduced following the subscription renewal, however it was suggested that new applications would be made once the weather improved. Currently 6 plots available. The Council was in favour of the Dementia Group being allocated a plot rent free if they wanted it.</p> <p>Defibrillators – Councillor Morris was disappointed with the response to training being offered. Only 6 people had been in contact. The Council were also shown a Phone App called ‘Crowdsav’- downloadable from an App store. This shows all locations of defibrillators around the world. Our three units are uploaded to this site.</p> <p>Community Website - The Parish Council had been approached by someone who was offering to create a site which would include local traders/ churches/ Parish Council/ schools/ nurseries etc.</p> <p>Community Newsletter - The Lyppard Hub had suggested creating a Community Newsletter to include PC, Community Groups/ Churches/ Schools. This not intended to replace or be part of the PC current Newsletter.</p> | <p>Cllr Merriman agreed to coordinate with the Hub and report back.</p> |
| <p>93.</p> | <p>Financial & Governance Matters</p> | |

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| | <p>Statement of Accounts It was reported that there would be underspend of around £15,000 in the year 2017/18. The agreement to part pay the Clerk's CiLCA training qualification was ratified. Proposed by A Taylor and Seconded by N Fielden.</p> <p>Data Protection Chairman reminded all Councillors to complete the Data Protection questionnaire and return to the Clerk asap.</p> | <p>Clerk to pay accounts as agreed.</p> <p>All Cllrs to complete data audit forms asap and send to the Clerk.</p> | | | | | | | | | | | | |
| 94. | <p>Reports from Outside Bodies</p> <p>Lyppard Hub Management Board. No report.</p> <p>Worcester City Standards Board - Parish Council Representatives Cllrs Barrall and Merriman attended the meeting on 14th March. The Committee were advised under LGO Complaints there were no reports or upheld decisions received, in the year 1/4/17 to date, of incidents of maladministration identified by the Ombudsman. Code of Conduct - No complaints received since the last meeting. The Committee was presented with guidance on; Conduct during Elections This can be found on the Electoral Commission's website. Code of 'Conduct for Campaigners' and 'Purdah guidance' - no publicity to candidates other than Mayoral engagements. 'Guidance on Confidential/Exempt Information' General Data Protection Regulations (GDPR) briefing would take place on 26th March. Further information to be circulated to Standards Committee members. Standards Training Sessions would be available to all Councillors and Parish Councillors early in the year particularly important for new Councillors. Next meeting June.</p> <p>CALC- nothing to report – updates as circulated.</p> | | | | | | | | | | | | | |
| 95. | <p>Report by Chairman on behalf of the Clerk.</p> <p>Chairman requested approval to pay all accounts for payment, approve accounts already paid by petty cash and debit card and note money received. Accounts for payment –</p> <table> <tr> <td>£406.07</td> <td>Clerk's salary</td> </tr> <tr> <td>£812.40</td> <td>HMRC Q4 PAYE</td> </tr> <tr> <td>£250.00</td> <td>Clerk's annual home office allowance</td> </tr> <tr> <td>£84.24</td> <td>NewsquestMedia Group - newsletter delivery</td> </tr> <tr> <td>£66.00</td> <td>Worcs CALC – training fees</td> </tr> <tr> <td>£1008.00</td> <td>Groundwork UK – NP grant funding (invoice awaited)</td> </tr> </table> | £406.07 | Clerk's salary | £812.40 | HMRC Q4 PAYE | £250.00 | Clerk's annual home office allowance | £84.24 | NewsquestMedia Group - newsletter delivery | £66.00 | Worcs CALC – training fees | £1008.00 | Groundwork UK – NP grant funding (invoice awaited) | |
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| | <p>Accounts for approval -</p> <p>£44.45 Petty cash - fete expenses (retro)</p> <p>£48.00 Petty cash – environment (retro)</p> <p>£56.00 Royal Mail – debit card – stamps (retro)</p> <p>£426.00 Solway Direct – debit card – new bench (retro)</p> <p>£15,104.16 Paul Stanley – allotments fencing paid end March 2018 (retro)</p> <p>£2000.00 Lyppard Hub - fete contribution paid end March 2018 (retro)</p> <p>Money received –</p> <p>£732.43 - allotment deposits</p> <p>Date of Next Meeting will be 14th May 2018.</p> <p>The Chair reminded all present that the Annual Open Meeting would be on 21st May 2018.</p> | |
| | <p>There being no further business the meeting closed at 9.25 pm</p> | |