

# WARNDON PARISH COUNCIL

Minutes of a meeting of the Parish Council held Monday 7<sup>th</sup> January 2019  
at Lyppard Hub commencing at 7.30 pm

**PRESENT:** Councillors N. Fielden (Chairman), R. Harris (V/Chairman), R. Morris, A Taylor, D Merriman, V. Barrall, D. Long and A. Cross.

**Also present:** County Cllr A. Roberts, Ward Cllrs L. & S. Hodgson, Richard Fowler (Chair of the Neighbourhood Plan Steering Group), A. Booth (Parish Warden), and 1 member of the Public.

**APOLOGIES:** PC Exon.

**DECLARATIONS OF INTEREST:** None. It was noted that Cllr Cross had returned his Declaration of Interest to Worcester City as required.

**The meeting was suspended at this point to allow members of the Public to address the Council. Matters discussed:**

- None.

| Item | Minute Recorded  | Action agreed  |
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| 69   | <p><b>The Minutes of the Parish Council Meeting held 3<sup>rd</sup> December 2018</b> were agreed and signed as a true record. Proposed Cllr Harris, seconded Cllr Barrall, all agreed. Cllr Cross abstained.</p>  |  |
| 70   | <p><b>Reports:</b><br/>Police – no report made.</p> <p>Village Gateway – the report as circulated by Cllr Morris was duly noted. A quote has been received £2,633.24 plus VAT to install the gates. Andy Roberts has agreed to pay 50% of the amount from his divisional fund and this cash has been allocated accordingly. This is a final figure now all costs are known. The County Council has agreed to the addition of a large 30mph sign printed on the highway alongside the gates. The cost is £200.00. Since this is less than the amount agreed at the last PC Meeting Cllr Morris has ordered from Paul Stanley Fencing Ltd under the delegated authority given at that time.</p> <p>County Councillor – reports as emailed via the Chairman. The parking scheme for the Harleys area was noted. There are some ongoing issues regarding ‘sleeping policemen’. Also problems with commercial vehicles parking in Dugdale Drive, however there is a reporting mechanism in place currently. The issue of 20 mph speed limits has been raised again, which would need careful consideration re enforcement and liaison with Policing teams. It was agreed to place the matter on the</p> | <p>Cllr Morris to progress the Gateways.</p> <p>Clerk – 20 mph speed limits – next agenda.</p> |

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|     | <p>next agenda for further discussion.<br/>There are ongoing concerns regarding motorcycles and public are asked to report to the Police using 101. Cllr Roberts is to attend the next SNT meeting to look at options.</p> <p>Ward Councillors – Cllr L. Hodgson reported on current matters including budget setting and the Libraries Consultation meeting to be held at Warndon Library on 11<sup>th</sup> Jan.</p>   |   |
| 71  | <p><b>Environmental /Parish Matters:</b><br/>Cllr Merriman had circulated a report via email. It had been fairly quiet over the Xmas period, although a Walkabout had been held on 12<sup>th</sup> December, when a footpath issue had been passed to County Cllr Roberts. The next Walkabout will be held on 14<sup>th</sup> January at 10.30 at the Hub.</p> <p>Snowberry Ave – overhanging trees to be followed up by County Cllr Roberts. An incident of fly-tipping has also been dealt with. It has been confirmed that the bus shelter repairs are the responsibility of the County Council and County Cllr Roberts will now take these forward. It was noted that there is an option for the PC to purchase shelters in the future subject to the risks being assessed. County Cllr Roberts will also check regarding the accessibility of the shelters.</p> <p>Grass mowing – there is a query regarding outstanding field cutting.</p> <p>Tree survey – quotations to be considered – next agenda.<br/>There will be a visit to the Recycling Centre on 5<sup>th</sup> February (provisional date).<br/>Next Friends meeting is on 22<sup>nd</sup> January.<br/>Bat box making event to be held 20<sup>th</sup> January.<br/>Winter works – still being finalised. To be completed before end March birds nesting season starts.</p> <p>Parish Warden – reports as circulated. Community Litter Pick to be held this week. Main arterial roads are very bad with litter currently, especially Woodgreen Drive.</p> | <p>County Cllr Roberts to follow up overhanging trees.</p> <p>County Cllr Roberts to progress bus shelter repairs. Also to check re accessibility.</p> <p>Cllr Merriman to bring tree survey quotes to the next meeting.<br/>Clerk to place on the next agenda.</p> |
| 72. | <p><b>Planning &amp; Rights of Way Matters:</b><br/>Cllr Harris had circulated a report on recent responses / decisions made.<br/>P18P0259 – 2 Brecon Ave – no objection if for sole use.<br/>P18Q0504 – 17 Fells Ave – no objection.<br/>P18Q0510 – 25 Mabbs Close – objection returned. Ward Cllr L. Hodgson has also followed this matter up with the City.</p> <p>It was proposed by Cllr Taylor, seconded by Cllr Harris, that Cllr Cross should be appointed to the Planning Committee. All agreed.</p> <p>Neighbourhood Plan – Cllr Taylor had circulated a report via email. There had been no NPSG meeting in December; the next meeting is tomorrow. The website is now up to date. Thanks to A. Jones for the work done.<br/>Currently looking at another response to the Warndon 6 application and hoping to meet with City Officers regarding the</p>   |   |

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|     | <p>Env. Impact Assessment.<br/>The progress to date regarding the Planning Process review was noted.</p>   |   |
| 73. | <p><b>Leisure &amp; Community Affairs:</b><br/>Cllr Barrall reported that the next main event was the 2019 Fete. The theme is being discussed and proposals will be brought to the next meeting it is hoped.</p> <p>Allotments – Cllr Morris reported that all is going well and there are currently 2 on the waiting list.</p> <p>Newsletter – Cllr Merriman reminded everyone that content is needed by end of January. Distribution will be mid-March in time to include elections information.</p> <p>Facebook – it was agreed that the Clerk should set up a draft page for the PC which could be brought to the next meeting for approval. A Social Media Policy is also required, and the Clerk will place a draft on the next agenda for approval.</p> | <p>Cllr Barrall – fete theme to be brought to the next meeting.</p> <p>All – newsletter content by end of Jan.</p> <p>Clerk to set up a draft FB page and bring to the next meeting for approval.</p> |
| 74  | <p><b>Financial &amp; Governance Matters:</b><br/>Statement of accounts – approved as circulated.</p> <p>Environmental 2 budget – a discussion took place re the amount currently left in this budget. Any expenditure needs to be committed to this budget by end of March for year end. It was agreed that everyone should consider possible projects and circulate these prior to the next meeting together with cost details.</p> <p>GDPR – no updates.</p>  | <p>All to consider Env. 2 budget expenditure before the next meeting.</p>   |
| 75  | <p><b>Reports from Outside Bodies:</b><br/>Lyppard Hub Management Board – no report.<br/>Worcester City Standards Board – no report.<br/>Worcs CALC – updates as circulated by the Clerk.</p>  |   |
| 76  | <p><b>Councillors Reports &amp; Items for Future Agendas:</b><br/>None.<br/>It was noted that there had been recent media coverage of the by-election held and an unplanned discussion took place as to whether there should be a formal review process by the PC. The Clerk clarified that all legal obligations had been fulfilled by the PC in liaison with City Electoral Services. Following discussion a vote was taken as to whether the PC should hold a formal review. For x2: Against x4. Abstentions x2. Not carried.</p>   |   |
| 77  | <p><b>Report of the Clerk:</b><br/>Worcs Libraries Service Public Consultation to be held at Warndon Library 11th January 11.30 – 13.30.</p> <p>Accounts for payment – proposed by Cllr Barrall, seconded Cllr Long. All agreed.</p>   | <p>Clerk to pay accounts as agreed.</p>   |

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|  | <p>£564.80 Clerks salary<br/> £32.64 &amp; £22.95 Clerks expenses (phone &amp; internet/ stationary)<br/> £429.83 HMRC PAYE Q3 payment<br/> £78.11 Newsquest – newsletter deliveries (retro – paid bacs)<br/> £24,000.00 Worcester City enhanced grass cutting 2018/19 (£12,000) and Parish Warden costs April – Sept 2018 (£8,000)<br/> £4056.00 Worcester City dog waste bin emptying 2018-19</p> <p>Income: £10.00 allotment admin fee received.</p> |  |
|  | <p><b>There being no further business the meeting closed at 9.00pm</b></p> <p><b>Next meeting to be held Monday 4<sup>th</sup> February 2019.</b></p>   |  |