**WARNDON PARISH COUNCIL**

**Minutes of a Meeting of the Parish Council held on 2nd September 2019 at**

**Lyppard Hub commencing 7:30pm.**

**PRESENT**:

Cllrs A Cross, R Manse, A Taylor, R Norfolk, D Merriman

Also, present : Five members of the public.

**APOLOGIES** :

Cllrs L Hodgson, S Hodgson, D Carney

**DECLARATIONS OF INTEREST :** None

**Police report** – there has been no significant increase in complaints about car noise or speeding, the area has been monitored but no concerns expressed. Two motorcycles have been taken by police during their patrols.

**THE MEETING WAS SUSPENDED AT THIS POINT TO ALLOW MEMBERS OF THE PUBLIC TO ADDRESS THE COUNCIL.**

Resident (RB) spoke about the gap left by the end of Trotshill Lane (next to the new kissing gate.) He was assured that plans were in action to replace it with a sturdy metal fence.

Resident (RF) asked when the Safety Audit was being performed on the crossing at the same site as above. Cllr. Roberts (County) advised that this would be undertaken soon.

Resident (AJ) raised four subjects for consideration. Could extra bins be provided in the Trotshill play area, the potential provision of an outside table tennis table , maybe at Swallowfields Play Area (approx. cost £1120.00), an area of benches in an open space where the youth of the area can meet up and an offer of help with the allotments administration if that became necessary. All matters will be considered by the Parish Council at a future date.

Resident (PS) spoke about the work being done by the volunteer Villages Environmental Group (VEG), they had so far cleared three meadows (Aconbury, Trotshill and Hillview) a total of 90hrs work. Other work will follow soon. They need funds to purchase equipment and a place to store them.

137. The minutes of the meeting on the 8th July were agreed and signed as a true record. Proposed : Cllr. Manser Seconded : Cllr.Taylor, all present agreed. The minutes of the Extraordinary Meeting on the 17th July were also agreed and signed as a true record, Proposed : Cllr. Norfolk Seconded : Cllr. Merriman, all agreed.

138. **Appointment of Clerk.**

Advertisements have been places with the Worcester News and CALC for week commencing 2nd September for a period of two weeks, deadline for applications is 18th September 2019.

139. **Councillor Reports**

* Cllr. Roberts requested that all complaints, problems or requests be sent to him via the Clerk.
* City Council Report was noted

140. **To receive Environmental Reports from :**

Cllr. Merriman – presented her report and apologised for the lateness of it. She highlighted the replacement of the staging in Lyppard Grange SSSI and said the window to replace was very small due to newt activity. She will be chasing Place Partnership for a date of installation. No walkabouts had been done recently; she intends to meet with the City Tree Officer asap. The wildflower plots had received some good feedback from residents.

Parish Warden – in the absence of anyone attending it was pointed out that a report had been received but it didn’t show the detail discussed in recent meetings and was lacking information.

Tree Survey – no further action.

Village Gateways – waiting for County road scheme to be announced.

141. **Financial & Governance matters** –

* Statement of Accounts had been provided.
* GDPR – nothing new.
* New model Financial Regulations have been published by CALC. Agreed to review in May 2020.
* Rialtas database will now require transfer back to the Parish Council laptop at an approximate cost of £30.00 which was agreed.
* Deposit Account – this will need to be consider again by the Finance Working Party due to many banks refusing to allow local government access to their high interest accounts. The Clerk briefly reported on one possibility with CCLA which had been recommended by CALC. Other opportunities may exist with Credit Unions ?
* Unity Trust Bank – it was reported that UTB will now increase our bank charges due to our balance being £100,00.00 +. In addition to the £18.00 per quarter charge they will now charge £0.15 per transaction.

142. **Planning and Rights of Way –**

Planning Applications - Cllr. S. Hodgson had written a report which was accepted. Very little activity has been seen recently.

Neighbourhood Plan – Cllr. Taylor had provided a written report on activity to date. Brodie Planning has now been introduced to Worcester City staff and they are working together on behalf of NPSC. May & June minutes have been approved; July is circulated in draft form for approval.

In answer to questions raised the Chair of the NPSC, Richard Fowler, clarified the status of the website and spoke about the data security aspects of the public questionnaire. The website will be updated shortly once the content has been agreed.

Cllr. Taylor clarified that all members of the NPSC had signed declarations of interest and these had been passed to the previous Clerk. He further added that all new members had signed the DOI as they joined the group.

143. **Leisure and Community Affairs.**

* Newsletter – proposed format to be circulated this week.
* PC Facebook – nothing to report.
* Bench Strategy – Cllr. Norfolk presented his report and suggested that the Parish Council should have a document covering benches in public open space. It was decided to assemble a Working Group to investigate and make a recommendation to the Parish Council.
* Unadopted Land – frustration was expressed at the time being taken to get this matter resolved. The City Councillors would report back regularly on any improvements. In the meantime, it decided to form a Working Group to look into this matter.
* Allotments Update - seven on the Waiting List, no vacancies. The water system installation was now completed.
* Website – Cllr. Norfolk explained that no action had been taken yet and he intended to discuss this with the Clerk soon.
* Transport Strategy – it was agreed that all members should complete the questionnaire and return it to the Clerk by 6th September. The Clerk will then consolidate the reports into a Parish Council response.
* Defibrillators – agreed to the spending of £189.72 which will pay for 3 sets of new charging sticks and electrodes. These to be installed by end of September.

144. **To Receive Reports from Outside Bodies.**

* Lyppard Hub Management Board – no meeting.
* Worcester City Standards Committee – no meeting.
* CALC updates which affect the Parish – there were none.

145. **Future Reports to Council.**

This matter is waiting for a Working Party to be formed.

146. **Councillor Reports for Future Agendas.**

Cllr. Merriman raised the subject of having deputies for all duties such as allotments, VAS, defibrillators and others. This matter will be on the next agenda for discussion.

147. **Report of the Clerk.**

The Clerk presented accounts for payment as listed. Proposed : Cllr. Norfolk, Seconded : Cllr. Taylor, all present agreed to pay those listed below.

Approval of Accounts for Payment :

* Worcester City Council May 19 election £8103.10
* Clerk’s expense Postage & Stationery £18.67
* Brodie NP Payment £1800.00
* CALC Chair Training x 2 £60.00
* C W Joyner Allotments water - extension £2450.45
* 1Jobs.com Clerk advertisement £423.60

**Confirmation of Cash received**

* Shrawley PC Training costs £90.00
* Shelsley PC Training costs £30.00
* Bentley Pauncefoot PC Training costs £60.00
* Kingston Dormston PC Training costs £90.00
* Defford PC Training costs £30.00
* Whittington PC Training costs £30.00
* St Peters PC Training costs £60.00
* Rock PC Training costs £120.00

There being no further business the meeting closed at 9.04pm.

Date of the next monthly meeting is 7th October 2019 at 7.30pm (Starting at 7.00pm there will be a presentation by Cllr. L. Hodgson on the Worcester Masterplan).