

**Minutes of the Ordinary Meeting of the Parish Council held on  
Monday 1 March at 7.30pm using Zoom video conferencing**

**Present:** Cllrs. Bill Austin (Chair), Kathryn Cook, Neil Gray, Stuart Griffiths, Trish Mullins, Jim Unwin, Andrew Young  
Cllr Mick Davies (Welland Parish Council)  
Cllr Bronwyn Behan (MHDC)

<b>1) Apologies:</b> <i>To receive apologies and to approve reasons for absence.</i>
No apologies were received.
<b>2) Declarations of Interest</b>
No declarations were made.
<b>3) Co-option of councillors</b>
It was proposed by Cllr Gray, seconded by Cllr Mullins and RESOLVED to co-opt Kathryn Cook and Andrew Young as members of the parish council. Both new members completed their declarations. The chair welcomed the new members to the council.
<b>4) Speeding presentation</b>
The chair welcomed Cllr Mick Davies of Welland Parish Council. Cllr Davies gave a presentation describing Welland Parish Council's initiatives in controlling road speed through their area, including use of cameras and speed indicators.
<b>5) Public session:</b> <i>this section of the meeting will be open for questions and contributions from parishioners, first on planning matters and then on other topics.</i>
No members of the public were in attendance.
<b>6) Minutes:</b> <i>To consider for adoption the minutes of the last meeting of the council held on 11 January 2021 (previously circulated).</i>
It was proposed by Cllr Gray, seconded by Cllr Unwin and RESOLVED that the draft minutes be accepted as an accurate record of the meeting.
<b>7) Progress Reports and Matters Arising:</b> <i>for information</i>
The Clerk reported that the defibrillator would be installed on 15 March. The Lengthsman had agreed to meet the costs of the broken window reported at the last meeting. The Clerk had spoken to the West Mercia Safer Roads Partnership who had agreed to undertake some repainting work on road markings as a first step to addressing speed concerns in the parish.
<b>8) District/County Councillor Reports:</b> <i>for information</i>
Cllr Behan reported that the Three Counties Showground vaccination centre would be opening the following week. Council offices will be reopening on April 12 along with non-essential retail premises. She noted that the final draft of the South Worcestershire Development Plan would shortly be issued for full public consultation. She asked the council to review the plans for new development and check if the parish would be affected by the plans.
<b>9) Speeding</b>
It was agreed to set up a working group to consider next steps in the light of the earlier discussion and report back to the next full meeting. The working group was to include Cllrs Cook, Gray, Young and Griffiths. Cllr Behan pointed out that Bushley had used 30mph signs on wheelie bins and white gates at the village entrances, and reported that Eldersfield parish had canvassed residents and found no support for flashing signs due to the impact after dark.
<b>10) Finance:</b>
<i>i. To receive a report on the financial position of the council.</i>
<i>ii. To consider payment of fees and invoices presented.</i>
<i>iii. To approve the appointment of Iain Selkirk as Internal auditor.</i>

The report was received. It was proposed by Cllr Mullins, seconded by Cllr Thatcher and RESOLVED unanimously to authorise payment of the invoices and fees listed in the report. The report will be incorporated into the published minutes.

It was proposed by Cllr Thatcher, seconded by Cllr Mullins and RESOLVED to appoint Iain Selkirk as Internal Auditor.

**11) Planning:**

*To note response made on behalf of the parish council in respect of the following applications*

Application	Location	Description of Proposal	Comment submitted
<a href="#">21/00041/HP</a>	Milestone Cottage, Longdon, GL20 6AT	Construction of timber conservatory on rear of property	The Longdon, Queenhill and Holdfast Parish Council has no substantive comments on this application
<a href="#">21/00024/HP</a>	Easington Hall, Longdon Heath, WR8 ORJ	The proposed installation of subterranean gas tanks and the addition of 2 boiler flues to the previously approved remote plant room	The Longdon, Queenhill and Holdfast Parish Council has no substantive comments on this application
<a href="#">20/01808/FUL</a>	Hillend Lodge, Longdon Hill End, WR8 ORN	Reinstatement of existing barn roof (collapsed)	The Longdon, Queenhill and Holdfast Parish Council has no substantive comments on this application

The comments were noted.

**12) Footpath wardens:** *to consider the appointment of footpath wardens for the parish.*

It was agreed that one or more footpath wardens would be a welcome addition. Council noted that Mrs Gray had volunteered to Worcestershire County Council to act as a warden, and the clerk was asked to advertise for further volunteers.

**13) Flooding:** *to discuss flooding in the parish.*

Cllr Griffiths noted that property in Buckbury had suffered repeated flooding since 2007, but there had been no effective action despite visits and reports from Malvern Hills District Council. Cllr Thatcher noted that the issue could be with privately owned landowners' ditches, and Cllr Behan noted that instructions to landowners to take action would need to come from the drainage engineers.

Cllr Behan undertook to send details to the Clerk. The Clerk in turn was instructed to write to MHDC for an update on the issues.

**14) Parish Website:** *further discussion and feedback*

Cllr Mullins suggested two actions:

- (i) that council should approach a sample of other councils to gain some insight into their experience, especially regarding the time and resource requirements for maintaining a complex website.
- (ii) to reach out to other organised groups in the community to get opinions and ascertain the level of interest. She felt there had been support for the concept of setting up a common landing page which could lead to other relevant sites.

It was agreed that Cllrs Mullins and Griffiths should meet with the current webmaster and report back to the next meeting.

**15) Future meeting schedule:** *Confirm the date of the next meeting and the proposed timetable for the next year*

It was agreed to expand the meeting schedule to meet once a month in the next year, with no meetings in August and December. The need for flexibility depending on changes to the coronavirus regulations was noted, but the intention would be to restart in-person meetings in July.

The next ordinary meeting of the council was confirmed for 7pm on Monday April 12th.

**16) Emergency Item – road closures**

Cllr Austin raised the matter of recent road closures on the B4211. It was agreed that the management and signage of the roadworks had been both confusing and misleading. The clerk was instructed to write to Cllr Wells raising the council's concerns.

The meeting closed at 8.50pm.

Signed:

Date:

Appendix – financial report