



RIPPLE PARISH COUNCIL
Minutes of the Meeting held 13th September 2021 at Ripple Parish Hall

Present: Cllrs. M. Peters (Chairman), R. Jones, K. Weyman, M. Baum, C. Cozens and T. Armitt.
C. Cllr M Allen, D. Cllr J Owenson

Attendees: Seven members of the public

13.09.21.1 The Chairman will formally ask if anyone is intending on recording or filming the meeting.

There were no requests to film or record the meeting

13.09.21.2 To receive comments from the public - no decisions will be made on issues raised. Any items requiring decisions will be added to the agenda for the next meeting (NB Councils cannot lawfully decide items of business that are not specified on the agenda (LGA1972 Sch 12, paras 10(2)(b) and Longfield Parish Council v Wright (1918) 88 LJ Ch 119)

Member of the public 1 raised concern about the continued burning of building waste on land along Ferry Lane. The builder concerned does own the land but there were questions raised about whether this type of activity was allowed, after all the land is on the flood plain so there are worries about water contamination in the winter floods. The Chairman confirmed he and Cllr Owenson are aware of the situation and that he is speaking to Worcestershire Regulatory Services about the matter.

Member of the public 2 raised the matter of increased hardcore/soil transportation in the last week into Glover Hill Farm and questioned whether this was contrary to the planning permission. Cllr Owenson said he had asked Worcestershire CC planning to review and see if there was a case for enforcement.

Member of the public 3 raised concerns about walking into Upton and the lack of options for crossing the road. They noted that the matter was on the agenda and was interested to hear the options and debate.

Member of the public 4 (Mr Addison) indicated he was attending to provide input to the council on item 23 should it be required. The Chair acknowledge this and said he could contribute to item 23.

13.09.21.3 To note apologies for absence

Apologies had been received from Cllr Davis, and the Clerk. In the Clerk absence the minutes were taken by the Chairman.



13.09.21.4 To receive declarations of interest for items on the agenda below (Localism Act 2011) and to confirm the meeting quorate

Cllr Peters declared an interest in item 13 as he had been employed by one of the companies being considered.

There were no other declarations of interest and the meeting was declared quorate.

13.09.21.5 To confirm and agree minutes of the Parish Council Meeting held on 26 July 2021

Council **APPROVED** minutes from meeting held on 26 July 2021.

Proposed Cllr Jones Seconded Cllr Armitt

13.09.21.6 To receive the Clerks report and agree actions

The council wished to acknowledge and pass on their thanks to Murray Wilson and Cllr Baum's husband for the repairs to the community noticeboard.

The findings of the external audit were noted by council and they were satisfied that measures are in place for future.

13.09.21.7 To receive the County Councillor's report and agree actions

Cllr Allen confirmed the following points.

- WCC look after 120 thousand drains and there is now a program to identify which drains need to be checked or jetted more often, and which can be left for a longer period. This is intended to reduce the number of blocked drains.
- There is a community liaison group meeting this coming Wednesday on the A38 roundabout, where an update will be given to progress and an opportunity given to ask questions and make comments.

Cllr Allen has also raised concerns about the Ryall Road being used as a cut through, and he believes that this is now a Police matter to enforce and has written to the Police and Crime Commissioner asking for action.

- WCC Landscaping Contractors have suggested that increased hedging may be a more suitable solution to replace the trees along the A4104. The view being the further flooding would simply kill off the replacement trees. Upton Town Council was supportive of hedges. Council confirmed it was happy with hedges.



- First Worcester and WCC have been persuaded to provide bus service calling at Ripple Parish Hall on a Monday for a 10 week trial. Cllr Allen is providing £1,000 to fund this, with Ripple Parish Council providing an additional £240.

The Chair indicated that the matter of the £240 funding was to be considered by the council this evening and so agreed to bring item 22 of the agenda forward.

Concerns were raised by the council around the need for promotion the service and equally concerns were expressed around the council paying a commercial organisation to support such a service. However, funding of the serviced was agreed.

Proposed Cllr Jones Seconded Cllr Baum

- Discussions have been initiated about a possible monument/artwork on the new roundabout on the A38. Cllr Allen will share more in due course.
- Cllr Allen had met with WCC regarding a possible crossing for the A4104. The view from WCC is that the road is not wide enough to safely accommodate a refuge island, which would be needed to support disabled usage. Widening the road is not an option, certainly not within current budget.

Clearly, any further housing developments in the area should consider the need for a crossing and funds should be made available.

- Cllr Allen confirmed he would be happy to contribute £500 from his divisional funds towards the cost of the defibrillator for Naunton.

13.09.21.8

To receive the District Councillor's report and agree actions

Cllr Owenson confirmed the following points.

- Town Prospectus for Upton is being re-drafted – this is basically an economic plan for the future of the town. Cllr Owenson is encouraging people to think big e.g., Marina developments bridge developments. It is likely that RPC will be asked to consult on this.
- The South Worcestershire Development Plan is behind schedule. It should have been reissued this year but there have been delays due to covid and possibly it not being given the urgency it requires. It's now due to be delivered September 2023.

ACTION: Cllr Owenson to provide some wording for our newsletter/social media.



- 13.09.21.9** **To receive a report from the Ancient Parish of Ripple Trust**
- A report was circulated to councillors ahead of the meeting and it was noted that income from investments had dropped over the last year due to the pandemic, but it is hoped the financial position will be clearer by the November meeting, when student grant applications will be considered.
- 13.09.21.10** **Finance**
- All documents were circulated prior to the meeting.
- 13.09.21.10a** **To approve Bank Reconciliation and Budget Monitoring Report Up to 3rd September**
- Council **APPROVED** Bank Reconciliation and Budget Monitoring Report as per APPENDIX 2
- 13.09.21.10b** **To consider and resolve to agree Payment List and payments made since last meeting**
- Council **APPROVED** payment list and payments from last meeting as per APPENDIX 3
- 13.09.21.11** **To discuss the following planning applications/appeals made since the last meeting and agree actions:**
- 13.09.21.11a** **21/01194/FUL Land At (Os 8594 4112), Holly Green, Upton Upon Severn**
- Application was refused by MHDC despite the garage already having been built
- 13.09.21.11b** **21/00496/HP Grove Cottage, Ryall Grove, Upton Upon Severn, Worcester, WR8 0PP**
- RPC have recommended refusal due to concerns around the frontage
- 13.09.21.11c** **21/01235/HP Riverdale, Ferry Lane, Uckinghall, Tewkesbury, GL20 6ER**
- This has now been approved.
- 13.09.21.11b** **21/01325/CLE Little Fish Meadow Caravan And Campsite, East Waterside, Upton Upon Severn**
- No objections from the council, but decision still pending.
- 13.09.21.12** **To discuss the purchase of a defibrillator and agree actions**



Naunton residents submitted a short report to councillors prior to the meeting.

The report highlighted a solution that would need funding of £2,090 initially plus an ongoing cost of £165 p.a. However, it was clear if this was the proposed solution. Action – Cllr Davis to confirm if this was the final proposal.

Subject to this confirmation, council debated the topic at length. With contributions of £500 each from Cllr Allen and Cllr Owenson, the amount of funding requested from the council would be £1,090, plus the £165 p.a. costs. Council was very supportive.

There was a question raised about whether Naunton residents would be happy to raise funds themselves to supplement the £1,090 and council felt that this should be considered.

However, it was agreed that council would be happy to support the funding required if necessary.

Proposed Cllr Armitt Seconded Cllr Jones

13.09.21.13 To review insurance quotes and agree actions

Council felt the Zurich 5 year deal was the most appropriate.

Proposed Cllr Jones Seconded Cllr Armitt

Cllr Peters did not take part in the debate and did not vote.

13.09.21.14 To review quotes for a replacement noticeboard in Ripple and agree actions

Council felt we needed a third quote here, so the action has been deferred.

13.09.21.15 To review quotes for a report on the tree on the recreation ground to confirm if it has ash dieback and agree actions

Quote Approved. Cllr Baum will show Jim where the tree is.

Proposed Cllr Armitt Seconded Cllr Jones

13.09.21.16 To discuss adding a crossing on the A4104 by the Ryall Road and agree actions

This item was addressed during the County Councillor's report.

13.09.21.17 To discuss the maintenance of noticeboards and benches and agree actions



Council's view was that we should look to employ a local handyman who could maintain the noticeboards and benches.

A couple of names were suggested, and it was agreed we should ask the clerk to secure some quotes.

13.09.21.18 To discuss the responsibilities of the Footpath Officer and Lengthsman regarding maintenance of the footpaths and agree actions

As covered in the Clerk's report we appear to be going around in circles here. To resolve the matter, it was felt that councillors should perhaps meet with the footpath officer to understand what they undertaking at present.

Equally, given the number of enquiries from residents about footpaths a letter to Fiona Argyle outlining the current 'hot spots' for immediate action was perhaps prudent.

13.09.21.19 To discuss traffic calming measures on the Ryall Road during roundabout construction and agree actions

This item was addressed during the County Councillor's report.

13.09.21.20 To discuss boundary review and agree actions

As discussed at the previous meeting in July, the options facing Ripple Parish is that either extends northwards and joins up with Severn Stoke, Kempsey etc. or across the river into the parishes of Queenhill, Holdfast etc. Alternatively, it becomes a two-member ward and joins up with Upton.

The view from council whilst the parish was diverse in its composition and geography, the sense of community within the parish is strong and as such Ripple Parish Council would not wish to see this diluted too much by any boundary changes.

ACTION: Cllr Peters agreed to draft a response capturing this sentiment and submit to the consultation.

13.09.21.21 To discuss registering with the Pensions Regulator for auto enrolment and agree actions

It was agreed that pension provision for the clerk was an important element of their remuneration and it was incumbent upon the council to ensure the measures are in place to facilitate this.

We should therefore register our compliance now with the Pensions Regulator and then we can sort out the clerk's arrangements in due course.



13.09.21.22 To discuss the bus service in the parish and agree actions

This item was addressed during the County Councillor's report.

13.09.21.23 To discuss leaving areas on the recreation area for wildflowers and wildlife and agree actions

Mr Addison has contacted Worcestershire Wildlife Trust to discuss funding options. He's also contacted the county council, who have provided the registration form - 45% of the expenditure would be funded.

He suggested that if RPC wanted to proceed, a small committee could be created with Mr Addison included to progress this. We'll need to go back to residents with a proposal, and for them to respond.

ACTION: Clerk to complete the registration form.

13.09.21.24 To discuss the housing needs survey and agree actions

Councillors expressed concern that Ripple appears to be the only parish in the District not to have requested a survey yet one was nevertheless still be undertaken. They accept that registered providers could request their own survey but there seemed no indicated from the district as to why Ripple in particular, particularly as the registered provider was unknown at this point. However, they accept there is little they can do to stop it.

The survey is due in March 2022. Action: Cllr Peters would request a copy of the latest draft.

13.09.21.25 To discuss New Street Name Request – Land At (OS 8594 4112), Holly Green, Upton Upon Severn and Agree Actions

Council was happy with the builder's proposal of 'The Paddocks'

13.09.21.26 To discuss the application for the National Lottery grant to purchase waste bins and agree actions

No progress to date. Cllr Jones to share details of previous Lottery Grant to determine if we can reapply. Once done, Cllr Weyman to submit the application.

13.09.21.27 To receive agenda items for the next meeting of the council

Given the time, the chair asks councillors to send any request for agenda items to him ahead of the next meeting.

Cllr Cozens reminded councillors that she was still awaiting biographies and pictures for use on the council website.



13.09.21.28

Date of Next Meeting : Parish Council Meeting 25 October 2021

Meeting closed at 21:48



APPENDIX 1

Community Noticeboard – The Self Healing Rubber to replace the back on the community noticeboard was ordered and delivered to Cllr Baum 04/08/21.

Legacy Payments – The solicitor contacted again to inform the parish council that the payments previously advised were not for the parish council but instead for the church.

Lengthsman – As requested by Cllr Baum I asked the Lengthsman to strim the footpath from Ryall Road to the A38. The Lengthsman completed the job 06/08/2021.

Option 1, Removing the branch off site and making good the fence will be £350 (£200 labour 5hrs x £40) as I will need to bring a van and chipper onto site. (Van and chipper half day hire £150)

Option 2, It would be £300 if I could chip the material over the fence instead, due to not having to hire a van.

Option 3, It would be £200 if I could cut up the material and put over the fence instead, due to the time and equipment hire savings.

The council chose option 3. The Lengthsman has advised he will complete this task when the weather breaks. The earliest will be later this week.

Lengthsman Scheme – I have now received confirmation from WCC that no invoices were received from Ripple Parish Council in 2020 and therefore no payments have been received. I will work through the lengthsman costs for last year and try to get them back paid.

Grass Cutting – The grass verge outside the bungalow on Ryall Road has been added to the SmartCut contract and the first cut was completed 16.08.21

Memorial Tree – The memorial tree is now not available to order until 30.09.2021. I contacted the seller regarding when the best time to plant is and have been advised planting late



winter to spring is the best however they can be planted at any time of year as long as the ground is not frozen. Would you like me to hold off ordering until the ideal time for planting or order as soon as possible? When I do order where should I have it delivered? Who will plant?

Broken Drain- The broken drain reported on Strensham Road has now been fixed.

Blocked Drains – On the request of Cllr Armitt the blocked drains outside the Bluebell were reported to WCC and put on a 4 week work order on 16.08.21

Defib – Defibrillator pads for the Defibrillator at Bluebell have been ordered. These pads are currently out of stock everywhere however they have been ordered for delivery around 13/10. 2 quotes were provided to councillors as follows:

thedefibpad.co.uk - £92.40 inc VAT

safelinks.co.uk - £76.19 inc VAT

The pads were ordered from safelinks.

Mrs Wilson has been made aware that the pads are ordered and there is a long wait time.

Communication – Just to make people aware there seems to be a delay in voicemails coming

through so please accept my apologies if I do not return your call straight away.

Please e-mail me for a quicker response.

Annual Leave – I am now on annual leave until 27/09.

Newsletter – 3 quotes were provided to council as follows:

Copy Centre – £100.00

Easy Print – £140.00

Dox direct - £143.87

The newsletters were ordered from copy centre and delivered 06.08.21

Newsletter Feedback –

Resident 1 - It's good to know some developments are planned for the area.. The wildlife area and some young trees are a good idea. However can we point out that many dog walkers go on to the ground and sometimes let their dogs free and play with them there. (it is very rare that any dog mess is left and there is a dog mess bin on the site.) Also, people



sometimes picnic there or play with their children. It is a popular place and we hope in any development space is left for people to enjoy themselves.

Resident 2 - I understand from the recent newsletter that you may need volunteers for work on the recreation ground for a scheme with Worcestershire Wildlife Trust. I would like to volunteer. I already work for WWT doing hedgelaying, tree planting and wildflower meadow maintenance.

Resident 3 - My response to the wildflower planting proposal as muted in your recent Newsletter, is as follows. The area to be planted should only be under the trees to the south end of the area. Not only would this be a suitably attractive area, presenting some cover for the planting, it is also an area not much trampled by users of the area. This proposed location would not reduce the usable area of the recreation ground. Also, important but unpleasant, is the fact that long grass will be used by irresponsible dog owners to service their animals, with the detritus being hidden in the long grass/flower material. This is also a more difficult area to mow, thereby reducing costs without a reduction in amenity.

Footpaths – I had a call with Fiona Argyle on 10th September. Fiona has spoken to the current footpaths officer who has said that he is currently happy in the role and has no plans to step down. After their conversation she is happy he is doing what he needs to do in role (they only expect him to go out 12 days per year) and that she does not see the need for a second officer. I argued that the foot paths are not in a good state and the council can not see evidence of anything being done to which she stated this is probably more a problem with their office. I asked for a solution as at the moment we are going around in circles and we agreed that if the council put a letter together and e-mailed it over to Fiona she would review it and see what she could do. She explained some things take longer than others and may not be a quick fix but I have asked that she provides feedback with timings so atleast the council can see what progress is happening.

External Audit – The external audit has been completed and the report is attached. The only area of



2020 and concern was that the exercise of public rights was not posted on time in
that the the council ticked it was on the annual governance statement. I explained
was posted council has a new chair and a new clerk and therefore were unaware. It
on time this year so shouldn't be a problem moving forward.

Training – I will be completing training in budget and precept setting through GAPTC on 19th October.

Correspondence –

Resident – I received an e-mail from a resident advising that they were concerned about the blocked gullies on School Lane which could potentially result in their property becoming flooded. They advised they had contacted highways but nothing has been done.

I contacted highways 10/09/2021 asking for this to be reviewed asap and this is recorded as incident number 1115445. I will chase this up on my return.

Upton Parish Council – Upton PC have received various suggestions about personalising the new roundabout at the junction of the A38 /A4104. The Town Council is broadly in favour of making the roundabout a bit more interesting but before considering anything wants to find out if Ripple Parish Council would support this, and if any suggestions have been made regarding the roundabout.

At the moment there is no specific proposal as any design would need to be discussed with the County Council and any restrictions identified. It has been put forward as a question for the CLG meeting which takes place later this month.

Can you let us know the opinions of your councillors on the proposal for a bespoke roundabout?

Parish Hall – There is a new chairman of the parish hall as John Bennett has resigned. The new chairman is Shaun Clayton



APPENDIX 2

**Ripple Parish Council
Bank Reconciliation at 09.09.2021**

Details - Parish Council Current Acc.	Receipts	Payments	To be Authorised
Unauthorised Payments as Listed 13.09.2021		3938.86	3938.86
Payments Made Since 16.07.2021			
Clerk Expenses		63.84	
Smartcut		1285.2	
Scribe		582	
Clerk Salary (July and August)		1397.92	
Original Copy Centre (Newsletter)		100	
Safelincs (Defib Pads)		80.98	
Total		0	3938.86

BANK RECONCILIATION

Current Acc. Opening Balance 16.07.21	12968.53
Plus Receipts Above	0
	12968.53
Less Payments above	7448.8
Closing Cash Balance	5519.73
Plus Payments to be authorised above	3938.86
Closing bal at bank at 09.09.21	9458.59

Current Account After Payments	5519.73
Deposit Account	15056.86
Closing Balance after all payments	20576.59

Aged Uncleared Cheques

Number	Date	Payee	Value
1267		17/06/2019 Ripple Parish Hall	24.00
1270		08/07/2019 Peter Gallagher	120.00
1295		19/10/2020 Namesco	124.88
			268.88

Ripple Parish Council Budget Monitoring Report 31.05.21	Budget 2020/21	Budget 2021/22	April	May	June	July	August	September	October	November	December	January	February	March	Accum. Payments to date	Bal. of Budget Remain
Subscriptions (CALC)	1,100.00	1200	1014.82												1014.82	185.18
Newsletter/Adverts/Flyers/Media	1,500.00	1500					100								100	1400
Donations	100.00	750	50				80.98								130.98	619.02
Insurance	600.00	600													0	600
Grass Cutting/Trees	4,500.00	5000	428.4	856.8		2142									3427.2	1572.8
Lengthsman	3,000.00	3000	920												920	2080
Chairmans Allowance	100.00	100													0	100
Prof Fees/ Audit	700.00	750				240									240	510
Clerks Expenses	500.00	500			12.6	93.51									106.11	393.89
Clerks Wages	6,250.00	6250	539.34		1397.92	698.96	698.96								3335.18	2914.82
Annual Public Meeting	1,200.00	750													0	750
Fraud Assets	0.00	0													0	0
Hall Hire	250.00	250													0	250
Repairs	500.00	500													0	500
Vehicle Activated Sign	100.00	200													0	200
Recreation Ground Refurbishment		2000		1640											1640	360
Tree Survey/Maintenance		1500													0	1500
Website		1000													0	1000
Admin/Training		1000													0	1000
Clerks Equipment		1000				603.37	582								1185.37	-185.37
Total	20,400.00	27,850.00	2,952.56	2,496.80	2,013.89	3,756.47	879.94	0.00	12,099.66	15,750.34						
27,072.30	26,719.51	11,007.63	0.13	0.12	0.12	0.13	0.13	0.00	11,008.26	15,711.25						
RECEIPTS																
Precept	21,117.80	22014.51	11007.5												11007.5	11007.01
Deposit Interest	4.50	5	0.13	0.13	0.12	0.12	0.13	0.13							0.76	4.24
Lengthsman Scheme	2,500.00	2000													0	2000
Grants	500.00	500													0	500
Donations	200.00	200													0	200
Grass Cutting	2,750.00	2000													0	2000
Other Income	0.00	0													0	0
Total Income	27,072.30	26,719.51	11,007.63	0.13	0.12	0.12	0.13	0.13	0.00	0.00	0.00	0.00	0.00	0.00	11,008.26	15,711.25



APPENDIX 3

Date	Supplier	Invoice	Detail	Price	VAT	Total
10/09/2021	PKF Littlejohn	SB20211999	External Audit	200	40	240
28/09/2021	Clerk Salary		Salary for September	698.96		698.96
03/09/2021	Smart Cut	15522	Grass Cutting 14/08 + 26/08	714	142.8	856.8
28/08/2021	Lengthsman		Lengthsman Work Apr-August 2021	1280		1280
04/08/2021	Smart Cut	15247	Grass Cutting 13/07 + 28/07	714	142.8	856.8
28/09/2021	Clerk		Clerks Mileage 14 Mile * 0.45	6.3		6.3

3938.86