

**MINUTES OF THE PARISH COUNCIL MEETING OF  
RUSHWICK PARISH COUNCIL HELD ON  
WEDNESDAY 12 JUNE 2024 AT 7.30 PM  
AT RUSHWICK VILLAGE HALL**

Present: Cllr Jenkins (Chair), Cllr Hemsworth (arrived 7.40pm), Cllr Lowe, Cllr Williams, Cllr Haywood and Cllr Griffin-Blugher.

An email had been received from Cllr Wise tendering his resignation which was acknowledged , thanking him for his efforts.

In Attendance: Sharon Baxter (Clerk & Responsible Financial Officer)

1. Apologies: Cllr Hemsworth gave advance notice that he would be joining the meeting around 7.45pm  
District Councillor Peter Whatley (Personal) - Received
2. Election of Vice-Chairperson (plus signing of Declaration of Acceptance of Office)  
Cllr Hemsworth was re-appointed, and his Declaration of Acceptance of Office duly signed.
3. Declarations of Interest
  1. Register of Interests: Councillors were reminded of the need to update their register of interests.
  2. To declare any Disclosable Pecuniary Interests in items on the agenda and their nature - None.
  3. To declare any Other Disclosable Interests in items on the agenda and their nature - None
4. To Consider written requests from Councillors for the Council to Grant a Dispensation (S33 of The Localism Act 2011) written requests to be with the clerk prior to the meeting - None

No questions for Public Question Time District Councillor Report - Nothing to report.
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5. Minutes: Having been previously circulated the minutes of The Parish Council meeting of 08.05.2024 were signed as a true and correct record.
6. Progress Reports: The Action Plan was reviewed and updated. Cllr Hemsworth to progress a meeting with the school.
7. Parish Lengthsman Scheme: An update was presented as per timesheet. This included cutting back verges/pavements along Bransford Road, Upper Wick and Claphill Lane and attending to the VAS sign. He had also strimmed back all of the footpath along the side and behind the Whitehall Inn and cleared the overgrown footpath in Broadmore Green.
8. Finance
  1. **RESOLVED:** Payment of accounts as per schedule were authorised
  2. Bank Reconciliation Statement to 31.03.24 - Approved
  3. Monthly Budget Monitoring to 31.03.2024 - For Information Only
  4. VAT Recovery 2023/2024 reclaimed £1827.54 - For Information Only
  5. Annual Internal Audit Report 2023/24 - Reviewed
  6. **Annual Governance and Accountability Return (AGAR) 2023/24 Part 3**
    - a. **RESOLVED:** Section 1 - Annual Governance Statement 2023/24 was approved and signed
    - b. **RESOLVED:** Section 2 - Accounting Statements 2023/24 was approved and signed
  7. Proposal to engage an Internal Auditor for 2024/25 with Terms of Reference.  
The Clerk confirmed that the Internal Auditor was no longer continuing to conduct internal audit reviews and that the Parish Council would need to look for a new Internal Auditor. Cllr Lowe to make enquiries with his accountant and the Clerk to follow up with Worcestershire CALC.

9. Reports from representatives: To receive an update
1. Report from Village Hall Committee: Cllr Griffin-Blugher confirmed contact has been made with new architects to try to progress matters. She had spoken to tradesmen to see if they would be interested in tendering for this work.  
The Clerk confirmed she had referred to an email regarding the legal ownership of the Village Hall. Having now obtained a copy of the deeds it was suggested to make enquiries with Quality Parkinson Wright solicitors, for continuity, as they had carried out the registration for the transfer of land gifted by Kier to the Parish Council for the overspill car park. Cllr Griffin- Blugher to help progress.
    - a. Update on the repair/replacement and re -location of the defibrillator machine currently located on the front wall of the Village Hall. **ITEM DEFERRED** until further questions are answered regarding servicing and identifying which replacement parts are needed.
  2. Footpath Officers report: Cllr Williams  
The footbridge crossing the brook at Brookfields requires replacement boards. Still awaiting inspection and repair by WCC Countryside Access Services. He confirmed he had chased them. He reiterated he needed some help with this role due to the physical demands. The Chairman to speak to him outside of this meeting with a possible solution.
  3. Report of Play Area: Cllr Hemsworth
    - The park continues to be very busy & popular with visitors from within the Parish & further afield.
    - Litter picking, changing od bins & sweeping of the stones for the drainage pits at the pump track continues to be a regular duty although installing the bins has had a positive impact on the amount of litter within the park.
    - Oldbury Tigers U13s have finished their season & an agreement for the 2024/25 season has been sent over - awaiting feedback.
    - Top Cut continue to cut the grass biweekly for £80+VAT per cut on either a Thursday or Friday
    - S106 funding - An 'Unconditional Approval letter' received from MHDC for funding up to £150,000 for the following projects at Rushwick Park:
      - New Tower Multi Play Unit & obstacle course to be supplied by ESP Limited
      - Improved perimeter path
      - Improvements to the football pitch up to £25,000

**RESOLVED:** The Parish Council authorised the Clerk to sign the MHDC legal agreement and Cllr Hemsworth to witness it. This will release the funding and allow the order with ESP Play Parks to be placed.
  4. School Representative report: Position Vacant - Nothing to report
  5. Speeding Issues & Crime Prevention Update: Cllr Wise - No report available. Cllr Jenkins to liaise with Cllr Wise for a handover/update.
10. Update on the Parish Neighbourhood Plan: Cllr Lowe  
MHDC have queried Section 14 requiring some corrections and clarification. Some consultation details as evidence is to be provided which will allow progress on to the next stage.

11. WCC Highway Issues - Progress Update: Cllr Jenkins – No further response received, despite chasing. Cllr Haywood relayed a complaint concerning the deterioration of the bus service into Worcester. She will collate all relevant information and refer to our District Councillor Whateley to seek guidance. Cllr Williams made an observation concerning a footpath between Laugherne Brook, going up the hill, into St Johns, that suddenly ends with restricted pedestrian access. He was advised the cause was due to possible subsidence and there were an ongoing dispute concerning liability.

12. Planning: To consider any Planning Applications received below or before this meeting.

Application No: M/24/00604/HP

Location: Morar, Broadmore Green, Rushwick, Worcester, WR2 5TE

Proposal: Single storey side extension and detached garage.

Comments: No Objections

13. Correspondence for Information: Circulated by the Clerk throughout the month.

14. Councillors' reports and items for future agendas

Cllr Jenkins requested an earlier start of 6pm for the July Parish Council meeting, which was agreed.

Cllr Lowe gave an update on the position of land located to the side of his house which has Planning in Principle for up to 8 dwellings but is then subject to the formal planning application process.

Cllr Griffin-Blugher confirmed the plan for the Whitehall Inn, is to continue funding it and showcasing various events to encourage custom.

The meeting closed at 8.25 PM.

Signed ..... Chairman..... Date.....