

# PENSAX PARISH COUNCIL

## Minutes of the Annual Parish Council Meeting of Pensax Parish Council held in Old Chapel, Menith Wood at 7.30pm following close of Annual Parish Meeting on Monday 17th May 2021

**Present:** Cllr Alistair Keron (Chairman), Cllr Weston,  
Cllr Abraham, Cllr Sanders, Cllr Meese

**In Attendance:** Clerk, Two residents from Pensax Parish, two residents from surrounding Parishes,  
County Cllr David Chambers, Dist Cllr Douglas Godwin

1. **Election of Chairman** – It was agreed by all that Cllr Keron be elected as Chairman. Declaration of Acceptance of Office signed.
2. **Apologies:** Received and accepted from Cllr Rudd.
3. **Co-option of a Cllr** – No applications received.
4. **Election of Vice Chairman** – It was agreed not to elect a Vice this year.
5. **Declaration of Interest:**
  - a. **Register of Interests** – Cllrs are reminded to keep their registers up to date.
  - b. **Disclosable Pecuniary Interests** – All Cllrs Item 21 Pensax Village Hall. Cllr Abraham Item 22 Noticeboard due to doing repairs. Chairman Planning Item 19b - 21/00381/AGR decision information only
  - c. **Other Disclosable Interests** – See above.
6. **Dispensations** –  
To consider written requests from councillors for the council to grant a dispensation (S33 of the Localism Act 2011) – Dispensations requested - **Item 21 – Village Hall** – All Cllrs have been granted a Dispensation until May 2023 at the January 2020 meeting.
7. **Public Question Time** – See notes at end of minutes, three public left the meeting at the end of this session.
8. **County Cllr Report** – Newly appointed County Cllr David Chambers introduced himself and is looking forward to working with the Parish.  
**District Cllr Report** – Due to serious illness Cllr Cumming could not attend, a card to be sent to his family. Dist Cllr Godwin gave a report, see notes at end of minutes.
9. **Standing Orders** (circulated) – It was agreed no changes necessary.
10. **Financial Regulations** (circulated) – It was agreed no changes necessary.
11. **Data Protection** – It was agreed for Clerk to review documents to ensure they are up to date.
12. **Scheme of Delegation** (circulated) – It was agreed to adopt as drafted to cover for emergencies if the pandemic means face to face meetings cannot be held.
  - a. **To appoint Cllrs to the following**  
**Staffing Working Party for Clerk and Lengthsman** – Cllrs appointed, details in files.  
**Planning Working Party** – All plans to be circulated by email to all Cllrs. Comments from at least 3 Cllrs including Chairman. Meeting to be called on controversial plans.  
**Clerks Finance Support Group** - Bank Reconciliation to be circulated to all by email, Cllr Rudd to sign at meetings. All Cllrs to input on other matters.
13. **To appoint volunteers to the following roles:**
  - a. **Footpath Officer/Tree Warden** – Resident willing to continue in this role.
14. **To consider appointment of representative to outside bodies:**
  - a. **Worcestershire CALC Meeting** (2 Cllrs). It was agreed any Cllr can attend meetings.
15. **Minutes of Parish Council Meeting held on 15<sup>th</sup> March 2021** were agreed by all and signed by Chairman.
16. **Progress reports for information:**
  - a. **Broadband Fibre To The Property in Menith Wood** – completion September 2021, some delays due to wayleave issues but confident a solution can be found.
  - b. **Broadband Fibre To The Property in Worles Common to Abberley** – small amount of work done,

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completion Spring 2022.

- c. **Broadband Fibre To The Property in Pensax Common** – No update due to Cllr not able to attend meeting.
- d. **Walking for Fitness** – No FPs fitted the criteria; some walks may be held in Abberley. Stiles on FPs need mending, this is responsibility of landowners.
- e. **Stockton Road speeding** – It was agreed to ask WCC to monitor speeds in Stockton Road due to concerns about junction at Worles Common being unsafe as it is not within the 30mph zone.
- f. **Resignation of a Cllr** – Tim Wood resigned for personal reasons. MHDC have been notified, Clerk to confirm the seat can be filled by co-option.
- g. **Menith Wood Community Association** – Hall have qualified for covid funds so do not need any grants from PC.
- h. **Menithwood Millennium Green Trust** – Committee are meeting in May, to update Clerk regarding cancelled event in 2020. Funds of £250.00 held in PC reserves.

## 17. Reports on Meeting attended by Clerk or Councillors:

Clerk - Stakeholder and Community Engagement training 13<sup>th</sup> April

## 18. Finances –

- a. **Payments made** – Invoices circulated by email - Mrs S Burrows (see d) = £89.99, WCALC (see e) = £230.75, WCALC (Clerk's training 14<sup>th</sup> April) = £40.00, D M Payroll Services Ltd (see i) = £75.00.
- b. **Payments received** – MHDC Precept £2525.00, Bank error £357.27 (cheques should have been paid into Clerks personal bank account).
- c. **Bank Reconciliations** (circulated) - Signed for March 2021, balance agreed as £12444.54. Signed for April 2021 balance agreed as £14953.25
- d. **McAfee 2020-2021** – To agree to repay subscription to Clerk that was paid 10<sup>th</sup> June 2020 = £89.99. It was agreed by all to make the payment following receipt of invoices and confirmation in accounts no payment had been made previously.
- e. **Worcestershire County Association of Local Councils** - It was agreed by all to renew membership at cost of £230.75.
- f. **Asset Register** (circulated) – Cllrs noted contents of the register, no changes needed.
- g. **Certificate of Exemption from External Audit (circulated)** – It was agreed the Council qualify to sign this document having income and expenditure below £25000.00 for 2020-2021. It was confirmed all other requirements are met.
- h. **Annual Governance Statement** (circulated) – It was agreed Council are adhering to all the requirements.
- i. **Internal Audit report** (circulated) – No matters regarding the accounting figures were raised. It was agreed to pay audit fee of £75.00.
- j. **Annual Return/End of Year Accounts 2020-2021** (circulated) – It was agreed for Chairman to sign all relevant papers for the End of Year Accounts and Annual Return. A balance agreed as £12444.54 to be carried forward to 1<sup>st</sup> April 2021. The budget was circulated and agreed no changes to be made.

## 19. Planning:

- a. Plans circulated since last meeting – **None.**
- b. Decisions received since last meeting-  
**21/00381/AGR - New Inn Farm, Worles Common, Stockton, Worcester, WR6 6XQ - Agricultural storage building for machinery and hay straw (non-livestock) – Approved by MHDC.**
- c. Plans for comment on tonight –  
**21/00515/CU – Spring Meadow, Pensax, Abberley, Worcester WR6 6AG - Change of use of land for the siting of 1 cabin to be used as holiday accommodation.** Concerns were raised about drainage issues near to a SSS1 location, lack of public transport in the area, visibility splays being needed to exit safely onto the Pensax Road. It was also felt one unit could be accommodated at the site subject to concerns being addressed but any increase in glamping units would not be supported. It was agreed to send in comments, Clerk to draft for circulation.
- d. **Stockton Solar Farm** – Due to developer not satisfying planning conditions the permission has lapsed.
- e. **Stockton Road agricultural field - 26th April report from resident, hot tub being placed on land** – This has been reported to Enforcement, no update yet given.

## 20. Road report

- a. **Lengthsman** – Work ongoing.
- b. **Problems to report** – None.
- c. **Stockton Road drainage issues** – see below.
- d. **Worles Common/Menith Wood roads drainage issues** – see below.  
Both matters reported to MHDC Drainage Officer, awaiting update, WCC copied into emails.

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## 21. Pensax Village Hall –

**Sale** – It was agreed to reduce price to offers in region of £200,000.00. It was agreed to inform agent the overage could be bought off for a premium. Feedback from agent implies the overage is not favourable to those viewing.

**Proceeds of Sale** – It was agreed Chairman to draft letter to go to residents regarding consultation on proceeds of sale.

## 22. Noticeboard Menith Wood –

Clr estimated costs of repair and installing to be £160.00. It was agreed Clr to repair with total budget of £200.00 if needed.

## 23. Annual Parish Meeting –

no new matters raised.

## 24. Correspondence for information – COVID 19 updates from CALC, NALC, WCC, MHDC, Police MHDC Rural Lettings Policy 2021

South Worcestershire Development Plan information

Age UK Dementia Action Week webinars - 18<sup>th</sup> and 20<sup>th</sup> May

Came & Co - Risk and Resilience coming out of lockdown webinar – 19<sup>th</sup> May.

## 25. Clerks report on Urgent Decisions since last meeting.

**Complaint** - 18<sup>th</sup> March regarding Parking at Clows Top – cars parked on double yellow lines by shops, it was reported to Police who have followed it up.

**Payments made 21<sup>st</sup> April –**

Mr R Whiteman (LM) = £91.00, Quality Solicitors Parkinson Wright (legal fees) = £120.00.

## 26. Councillors' reports and items for the next agenda.

**Agenda items** - Pensax Village Hall, Co-option

A serious incident regarding a loose dog frightening a horse, the rider was airlifted to hospital and is recovering. Dog walkers should ensure dogs are kept on leads and to clear up dog mess at all times.

## 27. Date of next meeting: 19<sup>th</sup> July 2021 – 7pm - OLD CHAPEL HALL, MENITH WOOD

## 28. Meeting Closed 9pm

Signed----- Date 19<sup>th</sup> July 2021  
Chairman

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### Issues raised by residents –

**Planning application - 21/00515/CU – Spring Meadow, Pensax** - Residents felt there were many holidays let in the area already, not enough bookings for more, would the approval of this unit mean a future application for more units on the land, drainage issues due to SSSI being close to the site, exit from site may require visibility splays. Residents referred to New House, Stockton, this is just outside the Parish, a retrospective application for holiday lets has been submitted, MHDC have not yet responded to the application.

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### District Councillors Report

**Planning** - An Appeal has been lodged out of this Parish by a developer on the grounds that MHDC do not have sufficient land to provide for housing going forward. If the appeal is won it may mean further planning applications. The South Worcestershire Development Plan is in place and should cover this issue.

**Boundary Review** – This will not affect Parish Boundaries but is concerning the number of voters in Wards. It will reduce the number of Dist/County Clrs, Wards should have approx. 2200 voters after the review is finalised. Consultation with PCs will be held.

**Fly tipping** - Menith Wood turning been reported to WFDC,

**Broken grit bin** - Menith Wood been reported to WCC.

**School bus traffic** – WCC have sent letter to Dist Clr regarding cars blocking driveways in Pensax when they are waiting for the School bus. Clerk will send email out.

**Public Space Protection Order (PSPO)** – Chairman asked if this was still in force as in 2017 it was put in place for three years. Dist Clr to make enquiries.