

WARNDON PARISH COUNCIL

Minutes of a meeting of the PARISH COUNCIL held
Monday 5th December 2016 at Lyppard HUB commencing at 7.30pm

Present:

Councillors: R. Morris (Chairman), N. Fielden (Vice Chairman), R. Harris, D. Long, V. Barrall, D. Merriman, A. Taylor.

Also present:

Alex Booth (Parish Warden) Ward Cllrs L & S. Hodgson, County Councillor A. Roberts

Apologies:

Ward Cllr A. Feeney, Parish Cllr L. Morris, Policing Team.

Declarations of Interest & Councillor Dispensation Requests:

None

Item:	Minute Recorded:	Action By:
56	<p>Confirmation of the Minutes of a meeting held 7th November 2016: Minutes agreed and signed as a true record. (50) agreed to add 'be' to the action.</p> <p>No matters arising.</p>	Clerk to amend item 50 as agreed.
57	<p>Reports Police – no report made. VAS – as circulated by Chairman. County Councillor – as per email circulated by Cllr A. Roberts. Also noted the new Traffic Plan and the transition of the Health Service. Ward Councillor – as per email report circulated. SWDP consultations noted – 'Health' and 'Traveller Sites'. Also noted fast food outlets proposed. Ward Councillors were thanked for help with Neighbourhood Plan work to date.</p>	
58	<p>Environmental Matters Report and updates were circulated by D. Merriman. The Parish Warden report had been circulated by the Clerk but is to be re-circulated by A. Booth as some information is missing for mid-November. It was noted that 15 new volunteers had attended events recently and the Friends Group is still going well. There had been flytipping along Wainwright Rd and litter is being monitored with actions being planned to deter future littering. The proposal for the PC to contribute to litter bins was deferred as no costs available. The programme of winter works has been drawn up and previous year's work completed. Costs to be provided asap</p>	<p>DM to provide winter works costs asap.</p> <p>RH / AB to contact Mrs Yeomans.</p>

	<p>for budget purposes. The Clerk had received a letter from Mrs Yeomans for work which was passed to the Parish Warden although R. Harris would also contact her. There was a community litter picking event recently which was well supported.</p>	
59	<p>Planning & Rights of Way Matters A report of monthly applications had been circulated by L. Morris.</p> <p>Neighbourhood Planning – Area designation has been completed. An article has been placed in the winter newsletter for responses. Following discussion the format for a draft flyer was agreed as a follow up to the article. R. Harris explained that following gauging support from email responses, a public meeting would be held with core supporters. N. Fielden suggested we take the opportunity to engage with local residents, to promote the area and to hold a referendum which raises the profile of the parish. It would also be an opportunity to find community volunteers. A. Taylor informed the PC of the need to spend the NP grant by 31 March. If we receive no response to the newsletter article a review will be required. R. Morris suggested that flyers do not always work and that a public meeting may create more response. Residents may prefer face to face engagement. It is essential we spend PC budgets appropriately. Print costs of flyer approx. £100.00 Newsquest delivery costs - £14 per 1000 inserted. Clerk reminded that flyers are needed 2 weeks prior to delivery by Newsquest. Following further discussion it was proposed by R. Harris, seconded by N. Fielden that the flyer is produced. Comments from this meeting to be noted and revised draft to be circulated by email before printing. All agreed.</p>	<p>Draft NP flyer to be produced by RH/AT. Comments from this meeting to be noted and revised draft to be circulated by email before printing</p>
60	<p>Leisure & Community Affairs The winter newsletter front cover features the Xmas competition winning entry. Prizes have been delivered.</p> <p>Newsletter to be delivered w/c 16th December.</p> <p>Allotments – moving forward slowly with the City re extension.</p>	
61	<p>Financial & Governance Matters Statement of accounts agreed as circulated by the Clerk.</p> <p>2017/18 budget – the Finance Working Group had drafted figures which were explained by N. Fielden. The PC noted</p>	<p>FWG to update the budget once costs</p>

	<p>threats re the Council Tax Grant and precept capping. Key expenditure areas are – Estate Mgt 1 & 2 which may need review. Is a Volunteers budget needed? Are additional future tree works needed? Guidance to be given by DM after the City Council meeting with the Tree Officer. Play areas budget needed. Defibrillator installation in the parish? £2500 each. Neighbourhood Planning allocation - 2017/18 and 2018/19 lines needed to demonstrate commitment. Env. Warden costs need to be appropriate and agreed with the City Council.</p> <p>Noted City Council budget meeting to be held 21 February.</p>	<p>received from DM and circ a new draft for the next meeting.</p> <p>Next agenda – precept</p>
62	<p>Reports from Outside Bodies Lyppard Hub Management Board – none. Worc City Standards Board – noted that only co-opted Parish Cllrs are allowed to attend the meeting. CALC – updates as circulated by the Clerk.</p>	
63	<p>Councillor Reports & Items for Future Agendas None.</p>	
64	<p>Report of the Clerk Accounts for payment proposed by N. Fielden, seconded by D. Long, all agreed: £406.07 Clerk salary £360.00 External audit fee – Grant Thornton £4056.00 Worcester City dog bins fee</p>	<p>Clerk to pay accounts as agreed.</p>
	<p>There being no further business the meeting closed at 8.30pm</p>	