

WARNDON PARISH COUNCIL

Minutes of a meeting of the Parish Council held Monday 6th November 2017

at Lyppard Hub commencing at 7.30pm

PRESENT:

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

Also present: Ward Councillors L & S Hodgson, A. Booth (Parish Warden), Police.

APOLOGIES:

L. Morris, County Councillor A. Roberts, Ward Councillor A. Feeney

DECLARATIONS OF INTEREST & APPLICATIONS FOR COUNCILLOR DISPENSATIONS

None

(The meeting was suspended at this point to allow
members of the Public to address the Council)

A) A resident raised concern re parking issues at Harley Goodacre which were noted by the Council. The Chair also updated re actions to date in Topham Ave but agreed to speak further with County Cllr Roberts. Street lights obscured by trees were also noted and details passed to the Parish Warden.

B) Eleven residents attended to discuss development along Parsonage Way and the impact on the local residential area. Residents comments / objections had already been placed on the Worcester City planning portal and following discussions further comments / objections would also be lodged. There was also concern re the impact on the adjacent conservation area, the building aesthetics proposed, and the tree cover proposed. Additionally, there was concern re HGV traffic and parking locally. It was noted that the Chairman and A. Taylor would be meeting with Planners re the interpretation of the SWDP and the implications of current proposals. Ward Cllr L. Hodgson informed the Council that the revised plan of the SWDP has started in line with the 5-year land supply preparation for 2020, which is a statutory process.

C) The issue of unadopted land around Plantation Drive and Barrass Avenue was raised. The areas are currently maintained by residents. Ward Councillors offered to help but it was noted that it may take a long time to resolve. The Parish Warden also agreed to look in to the matter. Residents were advised to check their own house deeds to check if they had any responsibilities as well.

ITEM	MINUTE RECORDED	ACTION AGREED
44.	The Minutes of a meeting held 2nd October 2017 were agreed and signed as a true record. Proposed R. Harris, seconded N. Fielden. All agreed. Mo matters arising.	

45.	<p>Reports:</p> <p>Police – still issues with motorcycles and residents reminded to call 101 to report sightings and any concerns. Photos are also useful if it is possible and safe to take them. Complaints re White Hill and Threshfield Drive areas noted.</p> <p>VAS stats – The Chair reported that the VAS had not been working due to a fault. The Safer Rds Partnership had been operating along Dugdale Drive.</p> <p>It was agreed to purchase new VAS batteries if that was what was required.</p> <p>County Councillor – via email.</p> <p>Ward Councillors – via email. Also noted that the archaeological survey of the allotments extension would take place from 21/11 to 2/12 between 9.30 am– 3.30 pm. There would be an open day on 24/11 with associated community projects.</p>	
46.	<p>Parsonage Way Developments:</p> <p>There was a detailed discussion about the developments agreed and those proposed, the public meeting held 30th October and the option of applying to make the proposed WCFC stadium land (currently owned by the City Council) an asset of community value.</p> <p>It was noted that Parsonage Way development may be going to Planning Committee at end of Nov and that a resident had volunteered to attend on behalf of other residents. Ward Councillors offered to advise as required.</p> <p>The Clerk outlined the ACV process, having already been through two applications with other parishes. It was agreed that the Chairman and A. Taylor would raise the matter of an ACV when meeting with Planners, initially to scope out the process. There may also need to be an additional PC meeting to discuss matters prior to the December meeting and to move matters on quickly. The Chairman and Clerk would advise if required.</p>	<p>The Chairman and A. Taylor to meet with Planners and advise the PC accordingly re Parsonage Way and ACV.</p>
47.	<p>Plantation Drive Speeding Concerns:</p> <p>The comments from the Safer Rds Partnership Officer from the previous meeting were noted. As County Cllr Roberts was absent it was agreed to defer this matter to the next meeting. It is hoped</p>	<p>Chairman and Clerk to confirm Highways attendance at the next meeting.</p>

	that a WCC Highways person will also be able to attend the next meeting.	Clerk to place on the next agenda.
48.	<p>Environmental Matters:</p> <p>Report circulated by email from D. Merriman. Winter works tree survey – preparation work to be done this week and a report to follow. Allocated enhanced grass cutting has been completed, but it was agreed to check if this would continue in the warmer weather. Parish warden report as circulated by email.</p>	D. Merriman to confirm winter works at the next meeting.
49.	<p>Planning & Rights of Way Matters:</p> <p>The planning report had been circulated by L. Morris prior to the meeting. Decisions noted.</p> <p>Neighbourhood Planning – A. Taylor updated the Council re actions to date. Lots of work was required so some had been deferred to the end of the month, e.g. the website. The grant of £1008.00 has been awarded and received by the Clerk. It was noted that the PC had not received any Steering Group minutes recently and they should be circulated regularly in future.</p>	A. Taylor to ensure that minutes are regularly circulated as required.
50.	<p>Leisure & Community Affairs:</p> <p>V. Barrall updated the Council re the Christmas competition being run jointly with the Hub team. It was agreed that pantomime tickets would be purchased as a prize via the Clerk.</p> <p>Allotments – The Chair reported that there are still 26 on the waiting list. The planning application for the extension has been submitted.</p> <p>Newsletter – the next edition will be in 2018.</p> <p>Defibrillators – The Chair reported that two are in place and it is hoped that the third will be in place by the end of the month, courtesy of a resident. A further training session may be required.</p>	<p>Clerk to purchase tickets.</p> <p>The Chair to progress the third defib. as agreed.</p>
51.	<p>Finance & Governance:</p> <p>Statement of accounts – agreed as circulated.</p> <p>Environmental budgets remain unspent currently but end of year work is being planned.</p>	DM to confirm end of year works and spend required.

	<p>The quarterly bank reconciliation has been done by the Clerk and was passed to N. Fielden for checking.</p> <p>It was agreed to review the bank accounts in the near future, re account transfers.</p> <p>The audit completion notice is still awaited from Grant Thornton and is being chased by the Clerk.</p>	<p>NF to complete the quarterly bank reconciliation checks.</p> <p>The Clerk is to contact the external auditor re this year's completion notice.</p>
52.	<p>Reports from outside Bodies:</p> <p>Worcester City Standards Board – V. Barrall and D. Merriman attended the recent meeting. No actions required.</p> <p>Lyppard Hub Management Board – the Council noted that the new reception desk is in place as planned.</p> <p>CALC – updates as circulated.</p>	
53.	<p>Councillor Reports & Items for Future Agendas:</p> <p>None</p>	<p>Clerk to place Data Protection Officer role on the next agenda.</p>
54.	<p>Report of the Clerk:</p> <p>The Clerk will attend the CALC AGM on 15th Nov.</p> <p>Accounts approved as listed – £406.07 Clerk's salary</p> <p>Income – two x £10.00 cheques for allotment deposits.</p>	<p>Clerk to pay accounts as agreed.</p>
	<p>There being no further business the meeting closed at 9.05 pm</p>	