



## WARNDON PARISH COUNCIL

You are duly summoned to attend the next meeting of Warndon Parish Council, commencing at 7.30 p.m. on Monday 7<sup>th</sup> June 2021

Venue: Lyppard Hub (Rooms 1 & 2) – covid safety measures will be in place – see Parish council website for further information <https://warndonparishcouncil.org>

**Clerk: Mrs Susan Howell, 42 Cooke Close, Whittington, Worcester, WR5 2RB**  
**E: [clerk@warndonparishcouncil.org](mailto:clerk@warndonparishcouncil.org) T: 07743 623543**

## AGENDA

1. **To receive and consider Apologies for Absence**
2. **Declarations of Interest**
  - a) Councillors are reminded of the need to update their **Register of Interests**
  - b) To declare any **Disclosable Pecuniary Interests** in items on the Agenda and their nature
  - c) To declare any **Other Disclosable Interests** in items on the Agenda and their nature
  - d) To consider written requests from Councillors for the Council to grant a **Dispensation (S33 of the Localism Act 2011)**

*Councillors who have declared a 'Disclosable Pecuniary Interest', or an 'Other Disclosable Interest' which falls within the terms of paragraph 12(1) Other Disclosable Interests b) of the Code of Conduct, must leave the room for the relevant items unless a dispensation has been granted. Failure to register or declare a Disclosable Pecuniary Interest may result in the Councillor committing a criminal offence.*

**THE MEETING MAY BE SUSPENDED AT THIS POINT TO ALLOW MEMBERS OF THE PUBLIC TO ADDRESS THE PARISH COUNCIL**

3. **To approve the Minutes of the meeting** of the Parish Council held on 10<sup>th</sup> May 2021
4. **Police Report**
  - To receive reports and recent communications (community messaging emails from Warwickshire and West Mercia Police and emails from West Mercia Police and Crime Commissioner) and consider if follow up action is required
5. To receive report from **County Councillor**
6. To receive report from **City Councillors**
7. **Environmental Matters**
  - To receive reports from Councillors
  - To receive VAS/SID report

## 8. Planning and Rights of Way Matters

- To receive reports from Councillors, including updates on current applications, decisions, and recent responses, and notes from the Planning & Rights of Way Committee meeting on 21<sup>st</sup> May 2021
- To consider the Parish Council's response to recent applications, including:

Application Number	Date Valid (Consultation ends)	Address	Proposal
21/00466/HP	11/5/21 (2/6/21)	282 Tolladine Road, Worcester, WR4 9BB	Proposed first floor extension to annexe
21/00476/HP	13/5/21 (9/6/21)	11 Haines Avenue, Worcester, WR4 0DG	Single storey rear extension
21/00440/HP Associated ref P18Q0510	4/5/21 (10/6/21)	25 Mabbs Close, Worcester, WR4 0SY	New application based on the original proposal submitted but with a) the garage roof remaining as existing and not being replaced or modernised b) an overhanging window on the west elevation replaced with a single window
21/00497/GPDE	20/5/21 (11/6/21)	47 Bearcroft Avenue, Worcester, WR4 0DR	Single storey rear extension
21/00512/REM Associated ref 20/00352/FUL	24/5/21 (17/6/21)	Former Golf Course, Tolladine Road, Worcester, WR4 9BA	Variation to drawings listed as approved under Condition 2 of Full Planning Approval for minor change to the external levels across the site
21/00498/TPOA	26/5/21 (17/6/21)	Land adjacent to 3 Dover Avenue, Worcester, WR4 0LA	2 metre crown reduction – T1 Quercus Robur veteran oak lapsed pollard
21/00499/TPOA	26/5/21 (17/6/21)	Land adjacent to 9 Deal Crescent, Worcester, WR4 0LJ	2 metre crown reduction – T1 Quercus Robur English Oak
21/00530/HP	25/5/21 (22/6/21)	30 Towneley, Worcester, WR4 0RH	Garage conversion

- To receive updates on:
  - Neighbourhood Plan
  - Town Deal Board
  - South Worcestershire Development Plan, including SWDP May 2021 newsletter
- To consider Parish Council response to SWDP Traveller and Travelling Showpeople site allocations DPD revised preferred options consultation, deadline 5<sup>th</sup> July 2021
- To consider Parish Council response to Worcestershire County Council's new Secondary School consultation, deadline 11<sup>th</sup> June 2021

**THE MEETING MAY BE SUSPENDED AT THIS POINT FOR A COMFORT BREAK**

## 9. Leisure and Community Affairs

- To receive reports from Councillors, including updates on the following matters:
  - Allotments  
To consider proposal to install sign reminding plot holders to close the allotment gates
  - Defibrillators
  - Facebook, Website, Newsletter

## 10. Financial Matters

- To receive the Clerk's Financial reports 2020/21 YTD:
  - i) Annual budget by centre
  - ii) Cashbook report showing receipts and payments
- To approve accounts for payment and receive details of cash receipts for information

<b>Accounts for payment (retrospective)</b>	£
O2 Clerk's mobile phone contract May 2021 (direct debit)	32.35
Clerk - salary May 2021	867.88
HMRC - Clerk PAYE May 2021	60.43
WCC Local Government Pension – Clerk pension May 2021	292.93
Lyppard Grange – free school meal grant – note cheque cashed	375.00
Came & Company – insurance renewal – note actual amount (May approved approximate amount of £950)	980.31

<b>Accounts for payment</b>	£
Lyppard Hub Community Centre – annual grant	35,500.00
Multipay card statement May 2021 – monthly fee (direct debit)	3.00
Worcestershire CALC – Planning Training session 1	120.00
Water plus – Jan-April 2021 actual reading (including credit adjustment for previous period)	44.11
Cloudy IT - licences and monthly support June 2021 (direct debit)	106.26
Parish Council Websites – website hosting 1.6.21 - 31.5.22	216.00

<b>Cash Receipts since last meeting</b>	£
Petty cash paid in (no longer in use)	17.71
Redwood Bank Interest – 4 <sup>th</sup> May 2021	73.57
Allotment deposits – JC	10.00
Allotment fees and charges 2021, received May 2021	559.03

## 11. To receive reports from outside bodies:

- Lyppard Hub Management Board
- Worcester City Standards Committee
- CALC updates which affect the Parish Council. To receive the minutes from the Worcestershire Wychavon Area CALC meeting on 3<sup>rd</sup> March 2021 and note the next meeting (AGM) is on 3<sup>rd</sup> June 2021 at 7.30 p.m.

12. To consider ideas for a memorial to HRH Prince Philip, the Duke of Edinburgh, within the Parish and how best to engage the community in this decision.

13. To consider facilitating the delivery of first aid training (including how to use a defibrillator) to Parish residents.

14. To receive communication from Lyppard Nursery requesting feedback on their intention to find a permanent alternative location within Warndon Villages.
15. To receive email communication from Worcestershire Community Rail Partnership (17<sup>th</sup> May 2021) and consider if the Parish Council would be interested in providing an insight into how rail travel can be made more attractive to all sections of the community.
16. To receive details of the 'Welcome Back Fund' that Worcester City Council can apply for and consider if the Parish Council wishes to engage with their application.
17. To note that a resident has reported concerns about an increasing number of dogs off leads on the local parks where children are playing and consider any follow up action.
18. **Councillors' Reports and Items for Future Agendas**
19. **Date of the Next Meeting: Monday 5<sup>th</sup> July 2021, 7.30 p.m., Lyppard Hub**

***Motion to close the meeting to the public due to the confidential and sensitive nature of the business to be transacted relating to employment matters***

20. To note the induction and handover arrangements for the Clerks; to consider the training requirements for the newly appointed Clerk and agree delegated authorities to commit expenditure; to approve payment in lieu of annual leave for retiring Clerk.

***Mrs S A Howell          Clerk and RFO***