



WARNDON PARISH COUNCIL

Minutes of a Meeting of Warndon Parish Council, held on Monday 9 January 2023, at the Lyppard Hub

The meeting commenced 7.08pm

Present: Cllrs A Cross, D Carney, D Merriman, J Scrine, A Taylor, Cllr A Roberts (Worcester County Council)

In attendance: the Clerk

To receive and consider Apologies for Absence

Apologies were received from Cllrs L Hodgson and S Hodgson

Declarations of Interest

Cllrs L Hodgson and S Hodgson abstained from any discussion or resolutions agreed on the proposed Boundary changes (Item 9(v)). [Disclosable Interest as District Councillor, Worcester].

Open Session

There were five members of the public in attendance.

Council considered the following matters raised by residents prior to the meeting.

Issue 1: speeding traffic on Parsonage Way

Traffic noise and speeding has increased significantly since 2020 and has been reported to the City and County Councils and the Highways Agency. No action has been taken to date, and the resident has requested that speed devices be installed to monitor traffic activity. PC Jason Schimmel attending advised that the police are aware of this issue. The Clerk to forward details of the issue to the police Traffic unit, and to Councillor Roberts (County Council) for further action.

Issue 2: installation of Bike Repair stand at Warndon Village retail location.

A request for the Parish Council to consider investing in a Bike Repair stand for the Lyppard Hub or Brindley Place community centres. This proposal will be considered alongside other considerations and necessary permissions for siting and maintenance. Council to liaise directly with the proposer.

Issue 3: shared path cycle barriers

The cycle barriers on the shared cycle paths in Warndon (Mill Wood Drive) are not meeting the needs of disabled users. They are difficult to navigate for mobility scooters, adapted cycles or even large prams. The Clerk to forward details to Cllr Roberts (County Council) for further action.

Issue 4: Leopard Hill illegal riding quad and trail bikes

Individuals have begun to ride quad and trail bikes and churning up the walking paths. These riders pass from the Fairway, across the pedestrian path to Otley Close and along Threshfield Drive. Once the current housing development is completed off the Fairway this may lead to another route for illegal quad and trail biking on the hill and walking trails. PC Schimmel advised that the police are aware of this issue. The Clerk to forward details to PC Schimmel for further action.

Issue 5: Corfe Avenue and Stableford – Darwin Field footpaths state of repair

A member of the public in attendance expressed concern with the standard of the repairs to the footpaths in Corfe Avenue (north of the parish) which were taking place at time of meeting, notably the tarmacked surface being laid on top of the tree roots which is already being broken up by the roots and enquired about a 'standard' for footpaths. This issue has not been addressed by either City or County councils. Cllr Scrine raised the issue of the footpath obstruction due to brambles between Stableford and Darwin Field (south of the parish), and suggested the Parish Warden service might be able to clear it. Cllr Roberts is willing to meet with residents to discuss the range of similar problems and to assist them in reporting the issues. County Council currently employs a contractor (Ringway) to deal with footpath repairs, but clarification is needed on how tree roots and their eradication is dealt with.

Issue 6: overgrowth at boundary of Dockeray Avenue – tree management on unadopted land

A member of the public raised the issue of responsibility for management of trees on the unadopted land – adjacent to Dockeray Avenue – which are encroaching the access road (the matter was previously raised in March 2022). There has been no clarification as to who currently owns the land (Persimmon or City Council). Cllr Roberts advised that the City Council Tree Team is currently looking at similar issues parish wide and working with Persimmon with regard to finalizing transfer of land. Details of the issue and any maps/images should be sent again to the Clerk who will pass to Council for consideration. Council will liaise with City Council to resolve the issue, since it does not have the necessary powers to effect resolution itself.

Council and Cllr Roberts proposed that a working group on trees/hedges/pathways be formed (members to include representatives from the WEG, City Council (for hedges), Parish Council and the County Council (for trees)) in order to better coordinate discussion and action.

633. To approve the Minutes of:

- (i) the meeting of the Parish Council held on 5 December 2022

Cllr Taylor proposed, seconded by Cllr Merriman that the Minutes be approved. Council resolved to approve the Minutes.

634. Police Report

- (i) To receive reports and recent communications and consider if follow up action is required

PC Jason Schimmel reported that there have been fewer incidences of vehicle break-ins, and reduced incidence of anti-social behaviour of ‘boy-racers’ during the darker evenings. The PACT drop-in sessions continue at Woodgreen Church between 1-4pm on consecutive Sundays, depending on officers’ availability. Council noted a report of impending closures of police counters, although it has yet to be confirmed whether the Warndon area will be affected.

- (ii) To consider West Mercia Police’s Local Planning Charter and Safer Neighbourhood Team Contract

Council noted the updated West Mercia Police Community Charter dated 1 January 2023. In the light of PC Hart’s departure, there are now one PC and two PCSOs covering the Warndon North and South area.

635. To receive a report from the County Councillor

Cllr Roberts commented under the Open Session.

636. To receive a report from the City Councillors

Council received and noted the report which was taken as read.

637. Environmental Matters

- (i) To receive reports from Councillors

Council received and noted Cllr Merriman’s report which was taken as read. Cllr Merriman advised that the gate as St Nicholas Lane has now been repaired.

- (ii) To receive the VAS/SID report

Council received and noted Cllr Hodgson’s report which was taken as read. It was agreed that a clearer performance summary – rather than pure data - was necessary, covering the three separate VAS/SID units

(iii) Anti-litter campaign

There was nothing to report. This item to be removed from future Agendas.

(iv) Fire break mowing

Cllr Merriman has contacted Mark Baylis (officer) at City Council for a response, and Cllr Roberts has contacted the fire brigade likewise.

638. Communications

(i) Communications working group

The working group will meet on 19 January to discuss the forthcoming residents' news circular. Items for inclusion are Neighbourhood Plan developments, WPC parishioner surgeries/drop-in sessions, Parish Council elections

(ii) Facebook, Website, Newsletter

Cllr Merriman's report was received and noted. There were eleven Facebook postings and two news notices on the website. Council formally noted a vote of thanks to Cllr Merriman for producing the Newsletter and organising distribution to residents. A vote of thanks was also extended to the volunteers who turned out to help deliver the Newsletter over the Christmas period.

639. Planning and Rights of Way Matters

(i) To receive reports from Councillors, including updates on current applications, decisions, and recent responses and notes from recent Planning & Rights of Way Committee meetings

APPLICATION NO	ADDRESS	DESCRIPTION	OBJECT Y/N	COUNCIL COMMENT
22/01037/HP	4 Trotshill Lane East, Worcester, WR4 0HX	Retrospective application for the replacement and restoration of the boundary fence to the perimeter of the property	Yes	Application type HB HP WPC objection 291222.pdf submitted 30.12.2022 https://plan.worcester.gov.uk/Planning/Display/22/01037/HP
22/01038/LB	4 Trotshill Lane East, Worcester, WR4 0HX	Retrospective listed building consent for the replacement and	Yes	Linked to above

		restoration of the boundary		
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There were no Enforcements or Referrals

(ii) To consider the Parish Council’s response to pending applications

The Council’s responses were noted as read in (i).

(iii) To receive an update on the Neighbourhood Plan

Cllr Taylor advised that there was no meeting in December and nothing further to report until the next meeting.

(iv) To receive an update on the Town Deal Board

Cllr Scrine reported that there was no meeting in December: the next meeting is scheduled for 13 January. There have been no answers with regard to the state of the planned developments of the Shrub Hill area.

(v) To receive an update on the South Worcestershire Development Plan: SWDP Boundary Review Consultation

Councillors considered and agreed the Council’s formal response to the consultation. The document has now been submitted Cllr Taylor proposed, seconded by Cllr Scrine that the submission be formally accepted. Council resolved to adopt the submission. Council thanked Cllr Taylor for his work on the submission.

(vi) To review suggestion for re-naming of Parish ward

Council agreed to re-visit this issue once the Boundary Review Consultation final decision has been made in late March.

640. Leisure and Community Affairs

(i) To receive reports from Councillors, including updates on the following matters:

- (a) Allotments
- (b) Defibrillators

Cllr Carney’s report was received and noted as read. Cllr Taylor is currently compiling a list of potential sites for establishing a second allotments holding.

- (ii) To consider proposals for engagement projects; approve budget and delegated authorities
 - (a) Platinum Jubilee commemorative projects

Cllr Merriman reported that City Council’s response to a request for free supply of trees for memorial planting is awaited.

641. Financial Matters

- (i) To receive the Clerk’s Financial reports 2022-23 YTD
 - (a) Annual budget by centre
 - (b) Cashbook report showing receipts and payments
 - (c) Trial balance

Council received and noted the Clerk’s reports.

- (ii) To approve accounts for payment and receive details of cash receipts for information

Accounts for payment (retrospective)	£
O2 Clerk’s mobile phone contract December 2022 (direct debit)	24.00
Waterplus (allotments)	0.22
Accounts for payment	£
Susan Carr (Clerk salary December)	1071.80
HMRC – (Clerk PAYE December 2022)	56.05
DandD Services (IT support December 2022)	240.00
DandD Services (ITsoftware licence December 2022)	76.13
Worcester CALC (Clerk Toolkit training)	30.00
SLCC (Clerk membership 2023)	171.00
Elan City (VAS unit purchase)	2876.21
Worcester CALC (Clerk Toolkit training)	30.00
Worcester CALC (Clerk Toolkit training)	30.00
Worcester CALC (Clerk Toolkit training)	30.00
Worcester CALC (Councillor planning training)	80.00
RCA Regeneration (SWDPR report)	900.00
RCA Regeneration (Neighbourhood Plan general support)	975.00
Pace Print & Design (Newsletter printing)	1700.00
Unity Trust Bank – charges	24.45
Cash Receipts since last meeting	£
Redwood Bank Interest – November 2022	151.35
Worcester County Council (VAS unit retrofit)	800.00

(iii) To consider/approve LGPS draft Funding Strategy Statement

Council considered and agreed to the Statement. The Clerk to sign and submit an affirmative response.

642. To receive reports from outside bodies

(i) Lyppard Hub Management Board

There were no reports. Councillors will meet with representatives from the Management Board on 18 January for an informal discussion.

(ii) Worcester City Standards Committee

A Meeting is scheduled for March

(iii) CALC updates which affect the Parish Council

There were none.

643. Elections 2023: update

The Clerk has notified the vacancy following Cllr Norfolk's resignation. Council may co-opt to the vacancy if necessary. Worcester City Council Elections Team will respond to enquiry from the Council regarding alignment of election cycles in the coming week. The issue is still being considered by the City legal team. Cllr Taylor will share the Parish Council SWDP submission with Cllr Roberts (County Council) and share the Parish Council Election Boundaries submission with Electoral Services.

644. To consider and adopt an Equality, diversity and inclusion policy

Council considered a draft policy. Cllrs Merriman and Scrine to work further on the document and report to a later Council.

645. Councillors' Reports and Items for Future Agendas

There were none.

646. Date of the Next Meeting: Monday 6 February 2023, 7.00 pm, Lyppard Hub

The meeting closed at 8.50pm

Signed:.....
(Chair)

Date:.....