



WARNDON PARISH COUNCIL

Minutes of a meeting of Warndon Parish Council, held
at 7.00 pm on Monday 6 February 2023, at the Lyppard Hub (Room 4)

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

In attendance: the Clerk

To receive and consider Apologies for Absence

There were none.

Declarations of Interest

There were none.

Open Session

There were two members of the public in attendance.

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

Item 1: Graffiti in Warndon Villages in the area close to Barn Owl public house and entrance to Homestead Avenue

Item 2: Graffiti in Wood Green Drive and Berkeley Way

Council advised that graffiti incidences have been flagged by the Parish Warden and removed from public street areas and signage. Where graffiti is on private property the local authority is unable to remove it, and such incidences should be reported to the police Safer Neighbourhood Team.

Item 3: smoke incidence City Fibre Cabinet on Woodgreen Drive

Cllr Cross to report incidence to City Fibre on establishing the cabinet reference number.

Item 4: Warndon Parish Council Golden Jubilee Commemorative Mugs

Andrew Philpott, former Parish Councillor, donated a box of mugs left over from the Jubilee. These may be given to the Lyppard Hub as memorabilia items for the Hub's upcoming thirty-year anniversary celebration.

647. To approve the Minutes of:

(i) the meeting of the Parish Council held on 9 January 2023

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

(ii) the meeting of the Finance Committee held on 26 January 2023

Cllr L Hodgson proposed, seconded by Cllr Carney, that the Minutes be approved. Council resolved to approve the Minutes.

648. Police Report

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

PC Jason Schimmel, in attendance reported that police speed monitoring units have been out on Millwood during the current roadworks. No speeding incidences were detected. Cllr Hodgson suggested the use of 'community volunteers' to operate hand-held speed monitoring devices. PC Schimmel confirmed this had been carried out in Tetbury Drive, and that they would need an area of hard standing and insurance cover and must be a minimum of six in number. Plantation Drive is the best location to monitor speed incidences as drivers pull off or onto a national A-road. Suggestion was made that 30mph signage be placed at eye-level on the parish speed gates optimal to flag speed limits to oncoming traffic.

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

APCC Paul Middlebrough has accepted the Council's invitation to address a Council meeting on 6 March. Councillors will consider issues that the APCC might address.

649. To receive a report from the County Councillor

Cllr Roberts reported that an active travel route proposal will complete by 25 September 2023. A public consultation will follow. The footpath at the crossing on Newtown Road will not be suitable for cycle use. A draft of work on divorced footways is underway and transfers of unadopted land are in progress. The new County Street Design, covering development between Worcester and Pershore which will address cycle routes, tree management, biodiversity is being composed but does not take account of divorced footways. A consultation will follow shortly.

650. To receive a report from the City Councillors

The report was noted by Council and taken as read. Council should consider submitting a comment on the outdoor play area consultation.

651. Environmental Matters

- (i) To receive reports from Councillors

The report was noted by Council and taken as read.

- (ii) To receive the VAS/SID report

The report was noted by Council and taken as read. Cllr S Hodgson has on the recommendation of Council (Minute 637(ii)) reduced the report length for clarity, and comparisons on the effects of the units placement can now be made with completed two months' data. Installation of solar panels on the updated VAS unit is awaited. The unit may be relocated to Millwood Drive.

- (iii) Fire break mowing

Worcester City council has accepted a request for a fire-break at Aconbury Orchard (see Environmental Report, 651(i)).

652. Communications

- (i) Communications working group

The February residents' news circular has gone to print today. Cllr Merriman to approach volunteers for delivery to households. Dates have been agreed for parish surgeries in February and March and published on the website, noticeboard and Facebook. No residents attended the January surgery. The Clerk to circulate Council with agreed dates and ask for volunteers to host the surgeries.

- (ii) Facebook, Website, Newsletter

The report was noted by Council and taken as read.

653. 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

The report was noted by Council and taken as read.

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

4 Trotshill Lane East

Council thanked Cllr Taylor for his detailed objection response to the Trotshill Lane East application. Cllr L Hodgson advised that the new application for the development of 5 dwellings on land off Trotshill Lane East has been called in.

18 Marsh Avenue

Council will raise no objection to trimming of the oaks if deemed necessary. A holding objection to removal of the oak tree will be posted, pending the information received from the Tree Officer. It should be established whether tree roots or defective conservatory foundation is causing damage to the conservatory.

(iii) To receive an update on the Neighbourhood Plan

Cllr Taylor will produce a report on expenditure and projections for the next financial year. The aim is to spend the 2022-23 grant budget in full by the end of the current financial year. A meeting with the chair of the Steering Committee will discuss project work on the Neighbourhood Plan and SWDP in the next financial year.

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

The next quarterly meeting is scheduled for March 2023.

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

The SWDP board will meet this week. Cllr L Hodgson has received notice from City Council that a £415K award has been received (Community Infrastructure Levy - CIL). A Parish Council with a Neighbourhood Plan is entitled to draw on 25% funding from the CIL.

The outcome of the Boundary Review Consultation is expected by 28 March 2023.

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

Council agreed that there is no value in changing ward names until the outcome of the City wards review is known. This item to be deferred until April Council.

654. Leisure and Community Affairs

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

(a) Allotments

The report was noted by Council and taken as read. Cllr Taylor is in discussion with City Council over locating a potential second allotments site.

(b) Defibrillators

The report was noted by Council and taken as read.

(ii) To consider proposals for engagement projects; approve budget and delegated authorities

(a) Platinum Jubilee commemorative projects

There has been no progress on acquisition and siting of fruit-tree planting

Council noted that the government is allocating funds for street festivity projects to celebrate and commemorate the upcoming Coronation in May.

655. **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

Council noted and approved the accounts.

(iii) To set and approve the Parish Council Precept for 2023-24

Cllr Carney proposed, seconded by Cllr L Hodgson, on the recommendation of the Finance Committee meeting of 26 January 2023, to hold the precept at the 2022-23 level. Council voted approval as follows: *Warndon Parish Council has decided to adopt a standstill approach with regards to the precept for 2023/24 based on a 2022/23 band D calculation, reflecting a 2023/24 precept of £110,231.35.*

(iv) To consider Clerk pension arrangement proposal

Council considered the proposal in closed session in the Clerk's absence.

656. To receive **reports from outside bodies**

(i) Lyppard Hub Management Board

No reports were received. Warndon Parish Council needs to propose a second representative to attend the Management Board. Council agreed to propose that Cllr Taylor attend and replace former Cllr Robyn Norfolk. The Clerk to advise the Hub.

(ii) Worcester City Standards Committee

The next meeting is scheduled for March 2023.

(iii) CALC updates which affect the Parish Council

There were none.

657. Elections 2023: to consider formal ratification of a joint letter with St Peters to City Council re the forthcoming Election Cycle changes

The Chair and the Clerk met with the Vice-Chair and Clerk of St Peter's Parish Council on 2 February to discuss a joint position and arrangements for a response to City Council Electoral Services on the Election Cycle changes. Cllr L Hodgson has received confirmation from Clare Chaplin at City Council that Parish elections will go ahead in May 2023. Following the election, a formal request may be made in writing to the Returning Officer at City Council to review the Parish election cycle with the outcome being to align with the City Council election. City Council at a Council meeting in either July, September or November, to consider either parish council for approval to review the election cycle or organise public consultation on the review.

The outcome is likely to be one of three options:

- to extend the term of office for councillors by one year (next election to take place in May 2028)
- or
- to reduce the term of office of councillors to one year (next election to take place in May 2024)
- or
- no change to the election cycle for WPC (next election to take place May 2027)

City Council should outline these scenarios to candidates for election at the pre-election briefing.

658. To consider revised draft of proposed Equality, Diversity and Inclusion Policy

Council considered the document and resolved to approve the revised draft of the policy.

659. Councillors' Reports and Items for Future Agendas

The following items were proposed:

Divorced footpaths

Swinesherd housing development

Worcester Green Infrastructure Strategy

Pre-meeting for new Parish councillors prior to the May Annual General Meeting

660. **Date of the Next Meeting: Monday 6 March 2023, 7.00 pm, Lyppard Hub**

The Meeting closed at 9.12 pm.

Signed.....
(Chair)

Date.....