



## WARNDON PARISH COUNCIL

Minutes of a meeting of Warndon Parish Council, commenced 7.00 pm on Monday 3 April 2023, at the Lyppard Hub (Room 4)

### **Election of Councillor** and signing the Declaration of Acceptance of Office

Cllr Rudge was not present to sign the Declaration.

The Chair thanked Council for the last four years of service on the Parish Council. Councillors thanked the Chair for his service.

**Present:** Cllrs A Cross, D Carney, L Hodgson, S Hodgson, D Merriman, J Scrine, A Taylor

**In attendance:** the Clerk

### **To receive and consider Apologies for Absence**

Apologies were received from Cllr A Roberts (County Councillor).

### **Declarations of Interest**

There were none.

### **Open Session.**

There were three members of the public in attendance.

#### 1. Tesco trollies

One member of the public raised the issue of abandoned shopping trollies from the Tesco supermarket dumped withing a four-minute walk of the store, in a popular dumping area for general rubbish on the cut-through path between Otley Close and the Fairway. The trollies have been reported to Tesco, but the member would like to see the store adopt measures to prevent abandonment of the trollies (i.e. token-release). No other major supermarket in Worcester has this problem.

The Clerk will contact the store manager and request proposed options to prevent future incidences. Council advised that the public can report on the Trolleywise site for collection of abandoned trollies.

## 2. Traffic concerns at the main Tesco site

A member of the public requested that prior notice be given of future initiatives like the County traffic survey for the new school, and placement of cameras which was reported in a Worcester News article. This will enable the public to contribute a response.

### 674. **To approve the Minutes of:**

(i) the meeting of the Parish Council held on 6 March 2023

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

### 675. **Police Report**

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

There was no representation from the local Neighbourhood Team. Council noted that PC J Schimmel has now left the local team. Council noted that there are repeat instances of car transporter vehicles parking on the pavement on Hastings Drive and recommended that the SNT act on this.

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

Council received and noted the revised Charter, and had no amendments. The Warndon area SNT now has just one PC and two PCSOs.

### 676. To receive a report from the **County Councillor**

There was no report. Cllr Roberts will report in full to the next Council meeting.

### 677. To receive a report from the **City Councillors**

Council received the report which was noted and taken as read. The City Mayor will host a Coronation lunch at the Guildhall and has invited nominations for community individuals to attend. A notice will be posted on the PC website.

### 678. **Environmental Matters**

(i) To receive reports from Councillors

Council received the report which was noted and taken as read. Council will consider a proposal to install a second bench on the Brecon Avenue play area at the May meeting.

(ii) To receive the VAS/SID report

Council received the report which was noted and taken as read. The Westcotec SID unit at Dugdale Drive has now been retrofitted with solar panels.

Cllr Taylor proposed, seconded by Cllr L Hodgson, that the Clerk purchase identity tags for Council property assets (as suggested in Cllr S Hodgson's paper). Council resolved to agree the purchase.

(iii) Worcestershire Green Infrastructure Strategy

Cllr Merriman will produce a summary of the Strategy paper for the May meeting. Council proposed that a representative from County Council be invited to talk on the Strategy at the Annual Parish Meeting. Cllr Merriman to arrange.

(iv) WCC Community Grant - Warndon Wombles

Council noted a proposed estimate for litter picking equipment of c.£700. Council to approach City Council under the environmental grant scheme 2023-24 for funding on behalf of the group. Council considered whether to have the Wombles as a Working Group under the Council. To be discussed on the Council meeting Agenda for May.

(v) Parish Warden scheme

Cllr L Hodgson proposed, seconded by Cllr Taylor, that the Council approve the additional hours for the Parish Warden, based on received costing from City Council. This can be accommodated in the 2023-24 budget, but the budget will need to increase for the future. City Council to advise the Parish Warden of the change in duties/hours between Warndon and St Peter's parishes.

(vi) Ash Dieback in Warndon

Harry Sims, Environmental Operations Tree Officer at Worcester City Council addressed the meeting to discuss ash die-back in the City and Warndon area. This has significantly affected trees over recent years, and noticeably in Warndon which has the highest concentration of ash in the City. At the time of development of Warndon over 40% of trees planted were ash, and due to natural regeneration and losses some wooded areas now contain as much as 80% ash trees. City Council has adopted the Suffolk County Council Ash Heath Assessment System which allows categorisation of the health of ash trees in line with a national standard. Decisions are made about individual trees - those expected to last a further four years - but with the expectation that a significant number of trees will expire in 2023. Trees that can be identified as having high resistance will be preserved. City Council is currently working on a city-wide action plan and taking a census of all city trees. A public talk will be held in Gheluvelt Park in April. The public will be alerted before trees are felled. Notice of the talk will be posted on the PC website.

## 679. Communications

### (i) Communications Working Group

The next meeting of the WG will be in May 2023.

### (ii) Facebook, Website, Newsletter

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

## 680. 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 Working Group meetings

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

<b>APPLICATION NO</b>	<b>ADDRESS</b>	<b>DESCRIPTION</b>	<b>OBJECTION Y/N</b>	<b>COUNCIL COMMENT</b>
23/00277/HP	8 Viewfields, WORCESTER, WR5 1SJ	Proposed single-storey annex	Yes	A detached bungalow in all but name (a kitchenette could be easily added to the living area), with no additional provision for car parking, side wall faces directly onto the frontage of no. 3 Viewfields
23/00260/HP	227 Newtown Road, Worcester, WR5 1JB	Proposed single storey rear extension	N/A	Notice sent to clerk. Outside the Parish Boundary
23/00261/HP	18 Deal Crescent, Worcester, WR4 0LJ	Conversion of garage into habitable space	Yes	Creates a self-contained living area with small bathroom, kitchen and bed sit.
23/00223/HP	Chalfont, 20 Oaklands, Worcester, WR5 1SL.	Single/two storey extension over garage. Insulating and	No	No objection from Landscape Officer, or County Highways. The proposed

		rendering house around.		development is on the footprint of the existing building, so there should be no net increase in roof and paved area compared to the present site use and consequently no increase in surface water run-off generated. Number of bedrooms remains at 3.
23/00237/HP	5 The Heights, Worcester, WR5 1JN	First Floor side extension and pitch roof to porch	N/A	Notice sent to clerk. Outside the Parish Boundary.
23/00196/HP	26 Ludlow Avenue, Worcester, WR4 0EN	Proposed single storey side and rear extension	No	Awaiting detailed SuDS and Water Management System statement.
23/00179/TPOA	6 Stanage Close, Worcester, WR4 0HQ	Reduce Oak tree by 4 metres	No	Forestry Consultancy has noted that the damage is minor and recommends a 30% reduction

A holding objection to the Deal Crescent application will be submitted.

The Planning Working Group will meet shortly.

There were no Enforcements or referrals.

Worcester City Council determined the following decisions:

<b>APPLICATION NO</b>	<b>ADDRESS</b>	<b>DESCRIPTION</b>	<b>DECISION</b>
22/01037/HP	4 Trotshill Lane East Worcester, WR4 0HX	Retrospective application for the replacement and restoration of the boundary	Objection, Decision notices available

		fence to the perimeter of the property	
22/01038/LB	4 Trotshill Lane East, Worcester, WR4 0HX	Retrospective listed building consent for the replacement and restoration of the boundary fence to the perimeter of the property	Objection, Decision notices available
23/00046/FUL	Knightsbridge Park, Unit 3 Wainwright Road Worcester WR4 9FA	Concrete Hardstanding area increase	No Objection

(iii) Divorced footpaths

Cllr Roberts will report to the May meeting.

(iv) To receive an update on the Neighbourhood Plan

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

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

The Board will now meet quarterly to provide information only. The recent meeting reported updates on major projects such as the Active travel route. Cllr Scrine will report to Council although the provisions of the Town Deal plan do not really affect Warndon.

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

There was nothing further to report. The SWDP review is ongoing and on track to report in late 2023. The Boundary Review Consultation, scheduled for publication on 28 March has not yet appeared. The naming of Parish and City wards should be resolved when it does.

***The Meeting wase suspended from 8.50 - 8.52pm for a comfort break***

## **681. Leisure and Community Affairs**

- (i) To receive reports from Councillors, including updates on the following matters:
- (a) Allotments
  - (b) Defibrillators

Council received and noted the report which was taken as read. There is yet to be a decision on a fourth defibrillator site. The water at the Mabbs allotments was turned on and revealed a damaged pipe. This has been fixed by the plumber and resolved.

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

There was nothing to report. The fruit tree planting initiative may now become a Coronation project.

## 682. 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

<b>Accounts for payment (retrospective)</b>	<b>£</b>
O2 Clerk’s mobile phone contract February 2023 (direct debit)	24.00
<b>Accounts for payment</b>	<b>£</b>
Susan Carr (Clerk salary March 2023)	1071.80
HMRC – (Clerk PAYE February 2023)	56.05
DandD Services (IT support March 2023)	240.00
DandD Services (IT software licence March 2023)	76.13
Susan Carr (expenses - Zoom licences)	58.76
Pace Print (February circular)	176.00
RCA Regeneration (NP ongoing assistance)	2512.50
Westcotec (VAS solar panel retrofit)	974.40
<b>Cash Receipts since last meeting</b>	<b>£</b>
Redwood Bank Interest – March 2023	167.47
Mabbs Allotments deposit	10.00
Mabbs Allotments plot 8a rent in advance	27.00

The payments were noted and approved.

- (iii) To consider Clerk pension arrangement

Cllr Scrine proposed, seconded by Cllr L Hodgson that the Council agree a 15% salary contribution to the Clerk's proposed pension plan. This will be backdated to the end of the Clerk's probationary period in 2022. Council resolved to agree the contribution.

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

(i) Lyppard Hub Management Board

There was nothing to report.

(ii) Worcester City Standards Committee

The meeting on 7 March 2023 raised issues involving Warndon Parish. During 2023 councillors will be able to take a refresher course on roles and codes of conduct delivered by City Council.

(iii) CALC updates which affect the Parish Council

There were none.

**684. Elections 2023**

Council considered Worcester City Council Electoral Services draft of a Notice of Pending review of Parish Council Election Arrangements. Council agreed that it will need to know the outcome of a review and consultation process before May 2024. A target date needs to be established and WPC notified immediately after the decision-making committee and latest by the end of 2023.

**685. Councillors' Reports and Items for Future Agendas**

There were none.

**686. Date of the Next Meeting: AGM Monday 15 May 2023, 7.00 pm, Lyppard Hub**

*The Meeting closed at 9.22pm.*

**Signed:**.....  
**(Chair)**

**Date:**.....