



## WARNDON PARISH COUNCIL

**Present:** Cllrs K Collier, L Hodgson, S Forrest, E Kimberley, D Merriman,  
J Rudge, A Taylor

**In attendance:** the Clerk, Cllr S Murray (City Council), Sandra Green (Head of Worcester City Council Services), Doug Henderson (Bereavement & Greenspaces Manager), Kevin Haines (Waste, Recycling and Streetscene Manager)

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

There were none.

### **Declarations of Interest**

There were none.

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

- (i) the meeting of the Parish Council held on 5 February 2024

Cllr Kimberley proposed, seconded by Cllr Forrest that the Minutes be approved. Council resolved to approve the Minutes.

### **812. Police Report**

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

There were no reports. Police officers will be advised that they are welcome to attend Council Surgery hours if they wish to meet residents.

- (ii) To consider measures to reduce speeding on Warndon Villages roads

There was nothing to report. A first meeting of the working group has yet to take place.

### **813. County Council report**

Cllr Cross's report was received, noted, and taken as read.

#### 814. City Councillors' report

The report was received, noted, and taken as read. There will be an online briefing session on 11 March for candidates and agents interested in standing for election to City Council.

#### 815. Environmental Matters

- (i) To receive reports from Councillors

Cllr Merriman's report was received, noted, and taken as read.

- (ii) To receive the VAS/SID report

The reports were received, noted, and taken as read. Overall, there are lower incidences of speeding on a par with previous (SID) reports. The VAS unit on Dugdale Drive and visibility of signs is a positive factor in making drivers check their speed.

- (iii) City Council Services & Ash Dieback Strategy: Sandra Green (*Head of Worcester City Council Services*), Doug Henderson (*Bereavement & Greenspaces Manager*) & Kevin Haines (*Waste, Recycling and Streetscene Manager*) to address the meeting

Following Marc Bayliss's departure from the Council at the end of 2023, Kevin Haines and Doug Henderson have taken over his duties during re-structuring of the service. Ash die-back is the main issue at present under Doug Henderson's remit of conservation and parks. He will report regularly to the Parish Council under Environment. Works in progress include:

- regeneration of the reed beds in Offerton Ponds and addressing the dwindling numbers of wildfowl population - £20K has been set aside for this.
- formulation of a strategy and action plan to manage Ash die-back. This will be assessed on a case-by-case basis. A new Tree Officer Warren Davies will join the Council team acting as technician for the project. The tree canopy in Warndon must be assessed annually and New Plantation and Warndon Woods will be thinned out and inspected. Around £65K funding has been identified for clearance works. A 'heat' map will be created for monitoring the plan of works and Doug Henderson will organise tree walks for councillors.
- Cllr Collier will liaise with City over the cleaning of Lyppard Ponds and litter removal.
- Kevin Haines will project-manage street cleaning, bins, fly-tipping, and food waste collection is envisaged for weekly collection by 2026.

Parcels of unadopted land which remain with the original developers Taylor Wimpey and Persimmon should have been transferred to WCC ownership in 1993. City Councill needs to press on with adoption measures.

(iv) Apex Ponds

This issue has been deferred to the April Council meeting.

(v) Proposal to purchase Fencing Materials

Cllr Merriman's proposal to purchase materials for priority installation on Chepstow Avenue Green Space, and Bearcroft Pond was considered by Council. The c.£400 cost can be set against budget item 4250 Miscellaneous Initiatives Environment. The Parish Warden will manage installation. Cllr L Hodgson proposed, seconded by Cllr Forrest that the expenditure be approved. Council resolved to approve the additional expenditure.

(vi) Parish Warden Proposal

Cllr Merriman's proposal to increase the Warden service hours was considered by Council. In April 2023, the Parish Council augmented the service hours by one additional day (which had been relinquished by St Peter's) and it is now proposed that Warndon assume a further additional day's service as St Peter's have now relinquished the Warden service entirely. In light of the current anticipated works within Warndon parish it is proposed that the Warden service be extended to five days per week from 29 July 2024 to the end of the financial year 31 March 2025. The service will be monitored and reviewed during this period. Cllr L Hodgson proposed, seconded by Cllr Rudge that the Parish Warden service be increased to five days weekly for a limited period. Council resolved to approve the proposal.

## 816. Communications

(i) Communications Working Group

The Clerk reminded the WG of the deadline for submission of articles for the forthcoming newsletter on 8 March.

(ii) Facebook, Website, Newsletter

Cllr Merriman's report was received, noted and taken as read.

## 817. 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
- (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>
24/00128/HP	316 Tolladine Road Worcester WR4 9NG	Single storey rear extension.	Yes	The property had a substantial extension added to it in 2014. This proposed additional extension could be classed as over development as it would significantly reduce the available garden space, leading to a loss of 'amenity space'
24/00100/TPOA	Land adjacent to 1 Powderham Avenue, WORCESTER, WR4 0DN	Mature Large Pedunculate Oak (Quercus Robur) - Sympathetically prune back (reduce crown width size by 2.5 meters from branch tips to a suitable growth point achieving a natural shape) & prune out large dead wood.  Reason for works. help gain extra light into shaded gardens & reduce weight off splayed heavy branches	No	Overhangs footpath from Hastings Drive towards the MUGA. The original developer (Persimmon Homes) taking responsibility for overgrowing trees is welcome.
24/00091/HP	31 Slade Avenue, Worcester, Worcestershire, WR4 0HB	Proposed first floor side extension and single storey rear extension.	Objection	Extends above adjoining garage to create an additional upstairs bedroom and home office, and a ground floor extension into garden to create an extra reception room. SUDS statement simply reads "Due to the small size of the proposal, the

				inclusion of SUDS is considered not relevant. For this project, the existing drainage system will be utilised.” Is this adequate?
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Worcester City Council Planning determined the following decisions:

<b>APPLICATION NO</b>	<b>ADDRESS</b>	<b>DESCRIPTION</b>	<b>DECISION</b>
23/00906/FUL	Tesco Stores Ltd, Petrol Station at Mill Wood Drive Worcester Worcestershire WR4 0UJ	Formation of jet wash bay and associated works.	Approved
23/00944/FUL	Nunnery Park Service Station Hornhill Road Worcester WR4 0SX	Application to vary condition 2 (approved drawings) of planning approval 23/00620/FUL - (Creation of charging zones, erection of EV chargers, sub-station enclosure, LV panel, meter cabinet and associated forecourt works) to allow the relocation of substation and meter cabinet, change the layout of the LV panel and 1no. remove air/water and vacuum unit.	Approved

(iii) To receive an update on the Neighbourhood Plan

There was nothing to report.

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

There was nothing to report.

(v) To receive an update on the South Worcestershire Development Plan

Dates for public hearings to provide inspectors with the opportunity to ask questions on parts of the plan and the evidence supporting it were expected to be announced this month but are now delayed whilst inspectors request updated evidence documentation for preparation for the hearings.

- (vi) To receive an update on the Boundary Review Consultation

Cllr Taylor is drafting a submission outlining issues of concern - co-terminosity, splitting of parish across boundaries and introduction of a third electoral ward. Additionally, the process of conduct of the review should be addressed, plus the subjective nature of community identity and shared interest. An explanation of how/why the third electoral ward was created is necessary, and a request to City Council for a community governance review might be considered.

- (vii) Unadopted land adoption schedule

There was nothing to report.

- (viii) Divorced footpaths

There was nothing to report.

*The Meeting was briefly suspended at this point for a comfort break.*

#### **818. Leisure and Community Matters**

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

There was nothing to report.

- (b) Defibrillators

The units have been checked and are operational.

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

There was nothing to report.

- (iii) Benches project

There was nothing to report.

#### **819. Financial Matters**

- (i) To receive the Clerk's Financial reports 2023-24 YTD
  - (a) Annual budget by centre
  - (b) Cashbook report showing receipts and payments
  - (c) Trial balance

Council received and noted the 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 2024 (direct debit)	28.15
<b>Accounts for payment</b>	<b>£</b>
Susan Carr (Clerk salary (February 2024))	1114.50
HMRC (Clerk PAYE January 2023)	83.53
DandD Services (IT software licence February 2024)	82.94
DandD Services (IT support February 2024)	240.00
ElanCity (new SID unit)	2266.79
<b>Cash Receipts since last meeting</b>	<b>£</b>
Redwood Bank Interest – February 2024	234.86

Council approved the accounts.

#### 820. Reports from outside bodies

- (i) Lyppard Hub Management Board

There was nothing to report.

- (ii) Worcester City Standards Committee

The committee is due to meet on 6 March.

- (iii) CALC updates which affect the Parish Council

There were none.

#### 821. Future Parish Surgeries

The Clerk to circulate proposed surgery dates to Council following the meeting.

#### 822. Councillors' Reports and Items for Future Agendas

There were none.

#### 823. Date of the Next Meeting: Monday 8 April 2024, 7.00 pm, Lyppard Hub

*The Meeting closed at 9.35pm.*

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**Signed (chair)**

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**Date**