



## WARNDON PARISH COUNCIL

Minutes of a meeting of Warndon Parish Council, commenced 7.05pm on 8 April 2024 at the Lyppard Hub (Room 4)

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

**In attendance:** the Clerk, Cllr A Cross (City and County Councillor)

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

Apologies were received from Cllr S Murray (City Councillor)

### **Declarations of Interest**

There were none.

*There were no members of the public present.*

Matter arising Minute Item 813(iii)

Council considered the issue of travellers camped on Wainwright Road and the refuse left in adjacent ditches - general and corrosive waste. A protocol exists at City and County level for dealing with clean up. Cllr Cross to look into this under the Countryside Service. Both City and County councils Environmental Services need to address the fly-tipping additional the debris left at the entrance to the site. Cllr Cross to work in conjunction with the parish and City councils.

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

- (i) the meeting of the Parish Council held on 4 March 2024

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

### **825. Police Report**

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

There was no police report. Council observed on the WMP incident online report that there had been no serious incidents. A spate of removal of pedestrian barriers has been reported at the entrances to

Plantation, Hastings, and Millwood Drive(s). Council to alert Neil Jones at City Council to address the problem and take measures to bolt the gates securely in place.

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

Council considered the draft Terms of Reference for the newly inaugurated working group. Cllr Rudge proposed, seconded by Cllr L Hodgson that the ToR be approved. Council resolved to approve the ToR. Another working group meeting will be scheduled at the May AGM.

## **826. County Council report**

Council received and noted the report which was taken as read. Cllr Cross is awaiting more detail on the proposed planning application for the new secondary school off Newtown Road. There are financial concerns around the County Council budget for 2025-2028. Council was advised to consider the Environment Improvement Plan put forward by County, and in particular the impact of future flooding on housing planning. Planning for the future needs to be anticipatory rather than reactionary after the event.

- (i) Worcestershire Town and Parish Councils Conference

Council will send two representatives to the conference on 12 June 2024. The Clerk to advise attendance.

## **827. City Councillors' report**

Council received and noted the report which was taken as read. Planning proposals for the new Arts venue will be submitted at the end of May to the Department of Culture, Media, and Sport.

## **828. Environmental Matters**

- (i) To receive reports from Councillors

Council received and noted the report which was taken as read. Azolla growth has been reported at the second Lyppard Pond and City council is considering ways of treating and clearing it. A report on Azolla growth will be produced for the website and Facebook. The Local Nature Recovery Plan is being worked up in conjunction with a group of exchange students from the University of Massachusetts at the University of Worcester who are undertaking community consultations work. One of the community areas of interest is Warndon Villages. The Parish council and the public are invited to complete a short survey questionnaire. Council noted a vote of thanks to the Streetscene team and Parish Warden for their recent work.

- (ii) To receive the VAS/SID report

Council received and noted the report which was taken as read. The SID recently moved from Hastings Drive to Saltwood Avenue has recorded reduced speeding incidences compared to its last reports from this location in 2021. It is probable that the roundabout at this location is slowing vehicles down. A high volume of recoded traffic on Dugdale Drive is concerning. Council to consider the purchase of solar panels for the new Evolis unit at the May AGM.

- (iii) Apex Ponds

Council considered whether to proceed with the proposed plan to take on the Apex Ponds site. Projected costs at present are around £,000 to purchase the land, and an ecological survey will need to be undertaken before any go-ahead. The land could be opened to the public on a couple of days per year for wildlife interest. The site could be managed with a monthly site visit - for which the Parish Warden service will be employed. Cllr Merriman proposed, seconded by Cllr Kimberley that Council approve the plan to take on the site. Council resolved to approve the plan. Council noted a vote of thanks to Cllr Merriman for work on the project to date.

- (iv) Plantation Wood

Council considered that Ash die-back will be a considerable problem for the wood. Existing trees have been thinned out but are now causing major disruption and ingress to adjacent housing. It was agreed that the trees need to be dealt with en masse rather than individually. Council to ask the Tree Officer at County to look at the site under the aegis of the Ash die-back survey.

## 829. Communications

- (i) Communications Working Group
- (ii) Facebook, Website, Newsletter

Council received and noted the report which was taken as read. Cllr Merriman publicly thanked the volunteers who worked to deliver the Newsletter in March and also the Clerk for work getting the Newsletter through production to print.

## 830. 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

APPLICATION NO	ADDRESS	DESCRIPTION	OBJECTION Y/N	COUNCIL COMMENT
24/00169/TPOA	6 Carisbrooke Avenue,	T1 - Oak - Reduce northern crown to	No	Overhangs footpath that separates

	Worcester, Worcestershire, WR4 0QJ	provide 2m clearance from southern elevation of property as crown is orientated towards roof and guttering. Remove small branch within lower southern crown due to concerns with of proximity to garden structures.		Berkeley Hunderton and Berkeley Heywood. The original developer (Persimmon Homes) taking responsibility for overgrowing trees is welcome.
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Worcester City Council Planning Committee determined the following decisions:

<b>APPLICATION NO</b>	<b>ADDRESS</b>	<b>DESCRIPTION</b>	<b>DECISION</b>
24/00091/HP	31 Slade Avenue, Worcester, Worcestershire, WR4 0HB	Proposed first floor side extension and single storey rear extension.	Approved
23/00945/HP	227 Newtown Road Worcester WR5 1JB	Proposed single storey rear extension	Approved
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.	Approved
23/00956/HP	14 Howcroft Green Worcester WR4 0DS	Installation of air source heat pump with suffice.	Application withdrawn
23/00776/FUL	Transmec Uk Ltd Wainwright Road Worcester Worcestershire WR4 9FA	Proposed extension of existing industrial warehouse space to suit requirements of the existing occupier.	Approved with outstanding conditions

(iii) To receive an update on the Neighbourhood Plan

Work on the Plan is still on hold, being dependant on the outcome of the SWDP review. Formal discussion on the hearing dates is delayed due to the review being pushed back. There is no update on the position of pockets of land for adoption.

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

An extra Board meeting is scheduled for 24 April to discuss proposals for the £5 million funding to be set.

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

See Minute 830(iii).

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

There has been no response to date to Warndon Parish Council's recent submission.

- (vii) Unadopted land adoption schedule

Council agreed that it needs to secure a commitment from City Council to complete adoption plans. Council to write to WCC to this effect, using Plantation Wood as an example of the problems of maintaining trees on unadopted land to stress the urgency of policy. Council to refer to the WCC Tree Officer in the first instance to encourage WCC to progress adoptions. Cllr Rudge to compose a letter to be sent via the Clerk.

- (viii) Divorced footpaths

See the Environment Report Minute 828(i) - divorced footpaths - Sudeley Avenue greenspace. The Parish Council to consider funding work to improve the footpath at the May or June Council meeting.

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

### **831. Leisure and Community Matters**

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

- (a) Allotments

Invoices for rent and water for 2024 have been issued. Four tenants gave up their plots, and four new tenants were contracted. The water will be switched back on this week.

- (b) Defibrillators

The unit at Tesco Express on Brindley Road has been used. The Clerk to order replacement pads.

- (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

Significant progress has been made. WPC needs to roll out installation for four new benches once location is decided. The new benches are due to be installed.

(iv) The Big Lunch Community Project: <https://www.edenprojectcommunities.com/the-big-lunch>

Warndon Villages could consider joining this initiative if a green space near to public amenities can be identified. Cllr Collier to look into possible dates and other planned initiatives and determine who might be employed to deliver the event.

(v) Play equipment Caister Avenue

Council considered Cllr Murray's request to fund play equipment at the Caister Avenue Play area. The equipment has been missing for two years and City Council cannot afford to replace it. The Parish Council has a £1,000 budget for funding provision of play area equipment, but it was agreed that some forward planning is necessary to accommodate play area provision throughout the parish. Suggestions put forward included a pump track and a new play area. Further discussion was deferred to the May council session.

### 832. 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 March 2024 (direct debit)	28.15
Unity Trust Bank (services charges )	22.05
<b>Accounts for payment</b>	<b>£</b>
Susan Carr (Clerk salary (March 2024)	1114.70
HMRC (Clerk PAYE February 2024)	81.63
Link Fund Pensions (clerk pension 2023-24	2003.37
DandD Services (IT software licence March 2024)	82.94
DandD Services (IT support March 2024)	240.00
Pace Print (December newsletter printing)	458.00

Pace Print (March newsletter [printing])	458.00
RCA Regeneration (Neighbourhood Plan continued assistance)	405.00
Bromyard Timber & Fencing (fencing rails)	490.98
Susan Carr (Clerk expenses - Zoom subs, VAS tool, stationery)	63.51
<b>Cash Receipts since last meeting</b>	<b>£</b>
Redwood Bank Interest – March 2024	219.71
Mabbs Allotments rent	32.00

Council approved the expenditure.

(iii) Girlguiding Trotshill District grant award 2023 report

Council received and noted the report on the grant awarded. As the budget has not been fully spent (due to judicious discounted expenditure deals), the GTD asked Council to consider giving permission to use some of the £956 underspend on further equipment purchasing. The Clerk to request further detailed proposal of the type of equipment purchasing from the GTD to enable Council to reach a decision.

(iv) ICT support contract upgrade

The Clerk to talk to DandD Services with regard to the benefits/additional features of an upgraded 365 licence. This item was deferred to the May Council session.

### 833. Reports from outside bodies

(i) Lyppard Hub Management Board

The recent scheduled Board meeting was postponed.

(ii) Worcester City Standards Committee

There was nothing to report.

(iii) CALC updates which affect the Parish Council

There were none.

### 834. Elections

Nominations have been received and published. There will be an uncontested election for 2024. Cllr Kimberley has stepped down after one year in office. Council thanked Cllr Kimberley for his work on pushing ahead with a parish benches project during this time in office.

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

Annual Parish Meeting - Council agreed that Ash die-back could form the basis of the Agenda and discussion.

**836. Date of the Next Meeting: AGM Monday 13 May 2024, 7.00 pm, Lyppard Hub**

*The meeting closed at 9.40pm*

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**Signed (Chair)**

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**Date**