

Wyre Piddle Parish Council
Minutes of the Parish Council Meeting of the Council held on
28th May 2020
Via ZOOM

Meeting commenced: 7.30 pm - Meeting ended: 7.54 pm

Present: Cllr. Paul, Cllr. Wilks, Cllr. Lister, Cllr. Essex, Cllr. McFarland,
Cllr. Townsend, Cllr. Searle.

In Attendance: Carole Hirst (Clerk), Cllr. Tucker (WCC and WDC Councillor)
There were no members of the public.

1/5/20 Apologies for absence – None.

Cllr. Searle welcomed Cllr. Lister to his first Parish Council meeting since his co-option.

2/5/20 Declarations of Interest for

a) the Meeting (Personal and Prejudicial) None.

b) To declare any Disclosable Pecuniary Interests in items on the agenda and their nature. None

c) To declare any Other Disclosable Interests in items on the agenda and their nature. None

3/5/20 To Consider Written Requests from Councillors for the Council to Grant a Dispensation (S33 of the Localism Act 2011) None.

4/5/20 Public Questions.
None.

5/5/20 Approval of Minutes of the Parish Council Meeting held on the 30th January 2020. Consider the Notes of the 26th March 2020 and approve any items which require formal ratification. The minutes from 30th January and Notes from 26th March had been previously circulated and agreed/amended prior to the meeting. Cllr. Wilks Proposed that they be approved as a correct record of the meeting; Seconded by Cllr. Searle. All in favour.

6/5/20 To note Standing Orders, Financial Regulations, Asset Register, Risk Review Log 2020/21, Elected Member Code of Conduct and adopt all reviews. Cllr. Paul Proposed and Cllr. Essex Seconded that all policies and registers be approved. All in favour.

7/5/20 Finance.

a) Audited accounts & Annual Return: 31st March 2020 (PART 3)

(i) Consider Internal Auditor's Report & recommendations all implemented. Cllr. Townsend Proposed and Cllr. Essex Seconded that the Internal Auditors Report be approved. All in favour.

(ii) Proposal to consider Section 1: Annual Governance Statement (attached) Cllr. Wilks Proposed and Cllr. McFarland Seconded that Section 1 "Annual Governance Statement for 2019/20 be approved. All in favour.

(iii) Proposal to consider Section 2: Accounting Statements and Explanation of Variances 2019/20 be approved. (attached)

Accounts & Audit regulations 2015. Cllr. Essex Proposed and Cllr. Townsend Seconded that Section 2 "Annual Accounting Statement" and the Explanation of Variances for 2019/20 be approved. All in favour.
(iv) To Consider approval the Annual Accounts for 2019/20 year ending 31st March 2020. Cllr. Lister Proposed and Cllr. Essex Seconded that the Annual Accounts for 2019/20 to 31st March 2020 be approved. All in favour.

(v) To consider the dates for the period for the Exercise of Public Rights for 2019/20 the dates from 15th June to 24th July 2020. Cllr. McFarland Proposed and Cllr. Townsend Seconded that the dates for the Exercise of Public Rights be approved. All in favour.

- b) Bank Reconciliation and bank balances to 28th April 2020. Cllr. Essex studied the Parish Cash Book and Bank Statement and confirmed that the Bank Reconciliation was a true and accurate record. A Budget Monitoring Report was also circulated prior to the meeting for May. Councillors Noted both reports.
- c) Approval of the payment of Accounts for 26th March when there was no meeting and 28th May 2020. Cllr. Wilks Proposed and Cllr. Essex Seconded that the payments for the 26th March be approved and the payments for the 28th May be approved. All in favour.

March 26th, 2020 Payments List

Payee	Description	TOTAL £
C Hirst	Clerk Salary to 5th March	311.16
HMRC	Clerk Tax 5th March	77.80
C Hirst	Clerk Salary 5th Apr 20	311.16
HMRC	Clerk Tax 5th Apr 20	77.80
P Hurst	Lengthsman Feb 20	60.00
BROXAP	Bollards not yet invoiced or paid	1,795.20
C. Hirst	Clerk Expenses Jan 30 to 26th March 2020	40.00
TOTALS		2,673.12

<u>Receipts not previously reported.</u>	To 26th March 2020	
WCC	Jan Lengthsman	£ 67.20
Dodderhill Parish Council	Shared ink and paper	£ 47.42
Pinvin Parish Council	Shared Ink	£ 42.63
Stoke Bliss PC	Shared Ink	£ 42.63
Abberley PC	Shared ink and paper	£ 47.42
Broadwas PC	Shared ink	£ 42.63
Pinvin pc	Shared paper	£ 4.79
	TOTAL	£ 294.72

Payments List to be agreed at meeting on the 28th May		
Recipient	Details	Amount
Worcestershire CALC	Membership 2020/21	£422.97
Viking	Materials	£39.72
Wayfair	Office Chair	£326.99

New Farm G M	March cuts	£ 248.40
C Hirst Clerk Apr	Apr salary	£311.36
HMRC	Apr Tax	£77.60
D.M. Payroll	Internal Audit 2019/20	£ 100.00
Npower	1st Jan to 31st March	£ 239.75
C Hirst	May salary	£ 311.16
HMRC	May Tax	£ 77.80
C Hirst	Clerk Expenses 26th March to 26th May	£ 60.30
New Farm G M	April cuts	£ 248.40
ICO	Annual Data Protection Registration Fee	£ 35.00
	TOTAL Payments	£2,499.45
<u>Receipts to 28th May since the last report to Parish Council</u>		
Recipient	Details	Amount
Dodderhill PC	Stationery cont.	£ 12.56
WDC	Precept 1	£6,307.00
WDC	Precept grant 1	£ 375.00
Carole Hirst	Reimbursement Chair	£ 272.49
Stoke Bliss PC	Ink and Paper shared cost	£ 10.82
Broadwas and Cotheridge PC	Ink and Paper shared cost	£ 10.82
Abberley PC	Ink and Paper shared cost	£ 10.82
WCC	Lengthsman Feb	£ 44.70
Dodderhill PC	Ink and Paper shared cost	£ 10.82
	TOTAL Receipts	£7,055.03

- d) **Npower Contract for streetlighting energy- due for renewal on 1st August 2020.** Cllr. Essex reported that she would be looking into options and reporting to the July Parish Council meeting for approval. Quotes would be circulated prior to the meeting on the 23rd July so that a decision could be made on the night.
- e) **Insurance Renewal – due on 22nd July 2020.** Renewal received from BHIB which is £436.54. 3 other quotes were obtained to ensure value for money at £483.92, £753.64, and £670.18. We are in a 3-year contract until 2021 with BHIB but to confirm we are getting value for money. Cllr. Paul Proposed that the 2020/21 insurance payment to BHIB of £436.54 be approved. Seconded by Cllr. Lister. All in favour.

8/5/20 Update reports Parish Councillors.
Cllr. Wilks reported the following:

Peter Hurst returned to his duties from 1st May after appropriate guidelines and risk assessment were issued. He will continue with the schedule of work previously agreed. He will also attend to the reported overgrown vegetation around the children's play area and the vegetation overhanging the pavement on Wyre Hill. I will continue to keep in touch with him via email. Our intended face to face meeting has not been possible due to Coronavirus. I will rearrange this when it is possible.

Cllr. McFarland reported the following:

Contact had been made with Broxap regarding delivery of the bollards for the Cross. An estimated delivery date of 20th July has just been given.

I have emailed Barry Barnes to inform him about the possible delivery date of 20th July for the bollards. I also asked about a possible date for the installation at The Cross and progress on preparations for the works at Smith's Meadow. He has informed me that he will contact the engineer and make some plans for the works at The Cross and let the contractor know to expect the delivery of the bollards to their yard.

Barry has also contacted Ringway who have informed him that our application has been given the go ahead by Worcestershire County Council. This section of Ringway has been on lockdown since the outbreak of Covid-19 so no progress or work has taken place. They hope the situation will change soon and when it does, they will contact me.

Cllr. Searle Reported the following:

Eastern Bridge

There has been a marked increase in traffic using the Eastern Bridge. The police have written to say that due to the current Covid-19 crisis, they have had to look at all cases and adapt accordingly, taking into account police resources, the courts and other agencies and thus will not be prosecuting offenders during the current crisis. This is disappointing. Councillor Townsend suggested getting camera equipment and sending the images to Operation Snap ourselves once the situation gets back to normal.

Councillors discussed the motor bike crossing the Eastern Bridge causing noise nuisance and complaints. Cllr. Searle agreed to contact PC Paul Brown to chase this up.

Planning Issues

I am continuing to review and to comment on relevant planning applications within the village, and the SWDP review. A response has been received from SWDP and I am checking whether there are any more questions. Please see my planning report.

Cllr. Searle agreed to circulate the response to all Councillors.

Neighbourhood Watch

Nothing to report.

The Anchor Inn

Nothing to report.

Cllr. Essex reported the following:

Street Lighting

I have now received quote from Western Power Distribution for the transfer of power feed for lights at 10 The Close and Vale View House, Church Street. This is part of the ongoing project to change the streetlights which are the responsibility of the parish council to LED as a cost saving exercise.

The quote is £1077.32 + VAT in total (£538.66 per light).

Cllr. Essex Proposed that this quote be approved. Cllr. Paul Seconded. All in favour.

Cllr. Wilks thanked Cllr. Essex for her hard work on this project.

I will be contacting the residents of 10 The Close and Vale View House to inform them of any work being carried out and to discuss access and convenience.

I am not aware of any feedback from residents regarding the changes. Comments were asked for in the last Piddle Post. We will also need to discuss the safety inspections of our streetlights. I have forwarded an email from Mark Colston at Prysmian to everyone, which may help in some decision making. *Cllr. Paul asked Cllr. Essex to get a price for the electrical testing of the streetlights for circulation for an email decision.*

Cllr. Paul reported the following.

Firstly I would like to thank all the volunteers that have come forward and offered support to other residents in the village, whether it be to help them with their food shopping, collecting prescriptions (before the delivery service began) or just being there to talk to on the phone, your help has been greatly appreciated and has shown a fantastic display of community spirit. If you, or anyone you know, requires support as we continue in this next phase of lockdown please let us know. I would also like to acknowledge and thank all the residents that have pulled together to support the making of wash bags and face masks, Russell from The Anchor Inn who has been providing takeaway food and our resident DJs that are out every Thursday evening playing music after the clapping for our key workers!

Due to the Coronavirus we were unable to hold the street party as planned however I think it is fair to say the whole parish pulled out all the stops and had great time. Please look at some of the pictures on our community Facebook page.

Smith's Meadow-We still have work to do on the left-hand side in clearing the bramble and pruning the trees back to hedgerow, also the saplings need weeding. If anyone wishes to volunteer to support this ongoing project please contact myself on my mobile 07805651502 or email johnpaul@wyrepiddlepc.org.uk for more information.

I have received 2 verbal comments around dogs being off leads in Smiths meadow causing distress to other dogs and owners, I have also had experience of this too, obviously we allow dogs to be exercised in the Meadow, can we insist that dogs are kept on leads while in the Meadow when there are other user's many thanks.

Dog walkers still have issues picking up dog poo after their dogs, failure to pick up dog poo can result in a £1000 fine and a criminal record.

If you see or have any issues that you feel need reporting that we can't help with such as fly tipping, overgrown shrubbery on the public highways, discarded needles, graffiti, abandoned cars, Japanese knotweed etc. you can report on the following link.

<https://www.wyrepiddlepc.org.uk/news/reporting-common-issues-with-wychavon-district-council-that-affect-you>

Cllr. Lister.

No update to report.

Cllr. Townsend reported the following.
Eastern Bridge.

Cllr. Searle has been told that there will be no resource to monitor bridge during this lockdown period so there seems little point in us giving time to the monitoring. However, we are seeing some persistent offenders still and more vans going over the bridge. This has not been helped by the traffic light fault where it has been changing to green for any vehicle approaching from the Main roadside.

There is a motorbike using the bridge every day, but it is always between 3.30am and 5am – It wakes me every day as it has a faulty exhaust. Does anyone know who this is so we can speak to them.

There seems to be a pattern in a couple of the cars using the bridge daily so we may be able to provide this data to the "Operation Snap" when it resumes which would mean we could reduce hours spent monitoring.

Overall is a much-improved picture from 2019.

Defibrillator checks

I completed the check on the Anchor Defibrillator box on Friday 13th May. All in order and pads still well within date.

9/5/20 Planning matters, applications, and decision notices- Report by Cllr. Searle.

19/02755/FUL – A planning application has been submitted to vary 16 of the 29 conditions made to the original approved application 19/00613/FUL for the new petrol filling station adjacent to the Abbey View roundabout. The parish council did make objections to 8 of these variations. At the time of writing, the decision on these variations is pending.

20/00396/HP – A planning application has been submitted for a rear extension at Robin Hood House. This application has now been approved.

SWDP Review – I have written to the Head of Planning and Infrastructure for Wychavon and Malvern District, Holly Jones, requesting answers to several questions that have arisen since I received the power-point presentation on the SWDPR briefing, and since I have been made aware of upcoming changes in government policy, such as the need to put infrastructure in place before constructing housing, and calculating the numbers of houses needed locally by local authorities instead of being issued targets by central government. I also asked for her response on the Strategic Growth Area which was on a plan showing this area as being either side of the Wyre Piddle Bypass from Pinvin to the Upper Moor roundabout which was not shown on any of the consultation documents.

As you are aware, work is still progressing on the new SWDPR document that is due to be published in the autumn, including for the Throckmorton site a workshop with developers. I consider that these workshops should at least have district councillor involvement, and I have written to Cllr Liz Tucker to suggest this.

Following the newsletter again requesting people's views on the options that they would like to see the parish council moving forward with, we have currently had 11 responses. Of these, 7 were in favour of option 1; 3 in favour of options 1 and 2; and 1 in favour of option 2. I would also like to know the views of councillors, as they are also villagers and should also have their say.

Cllr. Townsend asked Cllr. Searle if he had received a reply to his email of the 5th May. Cllr. Searle reported "The reply I received from Andrew Ford, together with my questions have now been forwarded to all Councillors. I felt that the

reply received was a standard reply and there was not much in it that we did not already know. The Strategic Growth Area along either side of the A44/Wyre Piddle Bypass has no status and was a working document to assist officers and Councillors to understand possible options for how the site might be developed at several in-house workshops. Regarding the flooding risks, I was directed to SWDPR 32. However, I now have a contact name at Wychavon District Council who I can discuss the issues with, and I will be getting in touch with him.

10/5/20 County and District Councillor Tucker Report.

Cllr. Tucker reported on behalf of Mark Mills WCC:

Update on Northern Link project: Pinvin Junction:

Work back underway with reduced workforce following Covid 19 restrictions.

Completion due before end of 2020 subject to no further guideline changes

Wyre Road from KeyTec7 to Station Road:

Design and land purchase underway with expected start date Autumn 2020. No completion date to share at present. It will include a footway and cycle path on the school side of the road. (Does not include anything further than KeyTec7.)

Link Road:

Reptile translocation and Great Crested Newt surveys underway throughout the summer with potential completion by October 2020.

Link Road construction will follow Natural England approval of a Great Crested Newt licence and sterile site. Hoping to start in Autumn 2020

No completion date to share at present

WCC- Waste Recycling Centres reopened on the 11th May. 7 of the 11 sites in Worcestershire will reopen recognising the additional resourcing required to operate the sites safely in line with the new social distancing requirements. The sites are:

- Bromsgrove (Quantry Lane)
- Malvern (Newlands)
- Pershore (Hill & Moor)
- Redditch (Crossgates)
- Stourport (Bonemill)
- Tenbury (please note this is part time – normal hours apply)
- Worcester (Bilford Road)

It is important to note that journeys to HRCs must only be undertaken if the household waste or recycling cannot be stored at home safely or disposed of safely by other means.

We are encouraging residents to check the website for full details of the social distancing measures, opening times and other restrictions before they visit the HRC. These measures include a 'one in, one out' access policy, no staff assistance to remove items from vehicles so those visiting need to be able to remove their own waste, and additional services such as compost sales and charity reuse points will be closed until further notice.

Cllr. Tucker reported that both Worcestershire County Council and Wychavon District Council were adapting and working well through the COVID 19 Pandemic crisis.

Cllr. McFarland requested an update on the footpaths on Church Street. Cllr. Tucker advised that she had submitted a plan to WCC but as yet not received a decision letter although she felt that this was imminent.

Cllr. McFarland asked if Barry Barnes had given Cllr. Tucker a price for the entrance to Smiths Meadow yet. Cllr. Tucker agreed to chase this up.

11/5/20 Correspondence.

- **25/3/20- Ringway Contractors** – The installation of bollards has been put on hold with restrictions on social distancing/coronavirus.
- **28/4/20- WCC-** Applications for an Independent Lay Member of the West Mercia Police and Crime Panel are invited from members of the public. Closing date: 5pm on Monday 18 May 2020. **NOTED.**
- **11/5/20- Liz Tucker- Pershore Infrastructure Improvement Scheme – Pinvin Junction-** I can now provide further information about upcoming works that are planned as part of the Pinvin Junction element of the Pershore Infrastructure Improvement Scheme. A road closure in the area is planned for the end of this month, which is needed for major utility diversions. Openreach and Seven Trent Water require the closure of Terrace Road between the Junction of the A4104/A44 for 100m of Terrace Road towards the Railway Station, from **Saturday 23rd until Sunday 31st May**. As with the other closures, diversions will be in place during this closure and advanced-notice signage will be deployed on site. Residents living in Terrace Road will be able to access/egress and park as usual during the closure period. Pedestrian routes will also be maintained keeping pedestrians at a safe distance from the workforce. Please note that the work programme may be subject to change and residents may be asked to park on the other side of the road during some of the days. All works will be carried out following the Highway Sector's Site Operating Procedures which provide guidance on travel to work, welfare facilities, hygiene practices and other site management practices designed to control the spread of Covid-19. We will not be delivering a letter to the local residents and businesses but will update as many people we can through social media routes. More information can be found on the County Council website at www.worcestershire.gov.uk/pershore.

Date of next Ordinary Parish Council Meeting- 23rd July 2020 via ZOOM

Approved as a true record Cllr. J. Paul
Chairman 23rd July 2020