

Wickhamford Parish Council

Minutes of the Meeting, 5th May 2021, 05/21.

Clerk to the Council, Andrea Evans, Ty Gwyn, Church Street, Offenham, Worcs, WR11 8RW.
01386 760332 email wickhamfordpc@gmail.com website: www.wickhamfordpc.co.uk

Meeting was held via Zoom.

Present Chairman: J Newbury, V. Chairman J. Poulter, Councillors, R Gutteridge.
District Councillor N Robinson.

Clerk, A. Evans.

1. **Apologies** –

T Waller, S Wride, D Heeks and C Cllr Liz Eyre.

2. **Declarations of Interest**

JP- Memorial Hall.

3. **The meeting was adjourned for the Public Question Time.**

No-one attended.

4. The Minutes of the meeting held on the 10th March 2021 were agreed, proposed by JN, seconded by RG with a unanimous vote in favour.

5. **Matters arising from the previous meeting**

None.

6. **District / County Councillors Report**

- a. The County Councillor and District Councillor reports are available on the website when provided.
- b. County Councillor-
 - Cllr Eyre is hoping to get some siding out on A44 but won't be until 2022 budget.
 - Suggestions of 20mph, speed bumps and changes to road signs have been rejected by Highways. Need to see speed results to take matters any further.
 - No further update regarding HGV's and Fresh for All, HGV's have increased and are now all night. Cllr Eyre is awaiting an update from Cotswold DC.
 - Drysdale Close- Looks like the surfacing will be re-done.
 - Kerbing on Golden Lane-Chase Highways.
 - Footpaths to BG- Being looked at but may be too narrow for hgv's passing as well as a footpath and could be dangerous.
- c. District Councillor-
 - Complaints have been received about green bins being left out on pavements from some properties and very untidy hedges-newsletter.
 - Further meetings as not happy with management of Rooftop properties.

- Will chase enforcement regarding outstanding issues.
- Clerk asked again about business rates list to ensure that everyone is paying equally. A list has been compiled for covid grants so Cllr Robinson will obtain it from Chris Brooks who has compiled it.

7. Police Officers Report.

Regular report now sent from civilian personnel, forwarded to councillors. A request from PC Andrew Oates was promised but has not been received to date.

8. Parish Council:

- Clerks annual review and agree payscale increase (closed session)- Review has been carried out by JN and payscale is in line but will be adjusted when NALC payscales are received.
- Residents' request for '20 is plenty' signs- Councillors gave this consideration and unanimously agreed to order '30mph' signs and 'slow down' signs as previously used.
- Update regarding HGV's through village.- See County Council update.
- Defibs- These have now been signed up to national system, 'The Circuit' which holds a record of all devices and advises when checks and changes need to be made. New pads have recently been ordered and fitted. Resident is happy to continue checking devices as previously arranged.
- Cemetery- Ashes- Signage/newsletter- JN advised that it is believed that residents may not be aware that unofficial burial of ashes or scattering can take place within the cemetery. RG proposed, seconded by JP with a unanimous vote in favour to put up a small unobtrusive sign in cemetery and in newsletter to remind residents of the rules.

9. Items for Consideration:

- Suggestion/residents' feedback to provide an all-weather footpath around the playing field.- PC have had an excellent response with 18 replies, 16 fully in favour of the path. A number of other suggestions for improving the village were made as follows:
 - Outdoor table tennis table
 - Tables in front of seating area
 - Enhance play equipment
 - Speed bumps and 20mph limit on Manor Road and Golden Lane.
 - Sandys Arms to be converted to Community Hub
 - Community Tree Planting
 - Hardstanding at gate areas on playing field
 - Nature Reserve
 - More benches on field
 - Improvement to bridleways and footpaths.

Councillors will consider these suggestions at the July meeting, some are not within PC control. Put in newsletter and thank residents for responding and suggesting ideas.
- Cost of £210.99 to replace training football goal posts as agreed has been received as well as prices for more expensive goals in the region of £900 plus VAT. JN suggested a donation of £300 to either purchase original set or put towards new idea. This was seconded by RG with a unanimous vote in favour. These would be the responsibility of the club but available for all to use.

- c. Woodland Trust Trees- Trees can be applied for in May for delivery and planting in November. It was unanimously agreed to order a 'copse' pack when available and have a 'community planting' in the Autumn.
- d. Memorial Hall- A request to replace rendering and insulation has been received from hall committee with original quotes from Autumn 2020 received. JP proposed that the matter be deferred until July 2021 due to the small number of councillors attending the meeting so that a full council can consider the request. This was unanimously agreed.
- e. VAS- Designs and costings for an additional VAS- Clerk provided designs and costings but due to the small number of cllrs at meeting, this was deferred until July meeting.
- f. Update on petanque, consider seating and possible booking system/Rules- Petanque square is now completed and ready for use. There have been some requests to book for a regular slot. Cllrs considered this suggestion and agreed that the clerk could operate a booking system on a trial basis for some times throughout the week but still leaving popular times for anyone to use. This will be advertised in newsletter and monitored as a trial. A request has been received for a WI bench near to petanque. Cllrs unanimously agreed to this proposal. PC would be responsible for the siting and costs of bench.
- g. Request for a WI bench- Dealt with in point f.

10. Correspondence-

Update on action taken by clerk since meeting of 10th March 2021.

11. Plans for Review-

- a. Enforcement update- Cllr Robinson will chase enforcement again for outstanding cases.
- b. To consider/note the following applications and to note the following decisions:

a	<p>Case No: 21/00423/FUL</p> <p>Location: Lower Field Farm Longdon Hill Wickhamford</p> <p>Proposal: Erection of roof over livestock gathering area.</p> <p>Parish Council Decision: No objections</p> <p>Wychavon Decision: Approved.</p>
b	<p>Case No: 21/00424/FUL</p> <p>Location: Lower Field Farm Longdon Hill Wickhamford</p> <p>Proposal: Erection of roof over calf pen building.</p> <p>Parish Council Decision: No objections</p> <p>Wychavon Decision: Approved.</p>
c	<p>Case No: 21/00548/FUL</p> <p>Location: 95 Pitchers Hill, Wickhamford</p> <p>Proposal: Erection of store building and isolation pen.</p> <p>Parish Council Decision: "Wickhamford PC are divided on this application but the majority agree as follows</p>

	<p>Decision: that: The development is outside the existing property boundaries and encroaches on green belt"</p> <p>Wychavon Decision:</p>
d	<p>Case No: 21/00835/FUL</p> <p>Location: 35 Pitchers Hill, Wickhamford</p> <p>Proposal: Proposed new vehicular access and erection of two dwellings with off-street parking to the rear of 35 Pitchers Hill.</p> <p>Parish Council Decision: Cllrs objected to this application because there is poor visibility pulling out onto A44, a ramp has already been built of loose materials upto A44 and is deemed to be dangerous. This is a back garden development, concerns were raised about adequate drainage.</p> <p>Wychavon Decision:</p>
e	<p>Case No: 21/00769/FUL</p> <p>Location: Orchard Farm, Evesham Road, Broadway</p> <p>Proposal: Addition of timber cladding to existing office and yoga studi</p> <p>Parish Council Decision: No Objections.</p> <p>Wychavon Decision:</p>

12. Finance-

- a. The Annual Governance Statement on the annual return for the year ending 31st March 2021 was approved and signed by Chairman and clerk, proposed by JP, seconded by RG with a unanimous vote in favour.
- b. The statement of accounts for the year ending 31st March 2021 was approved and signed by Chairman and clerk, proposed by RG, seconded by JP with a unanimous vote in favour.
- c. The Report of the Internal Auditor on the annual return for the year ending 31st March 2021 was noted and approved, proposed by RG, seconded by JP with a unanimous vote in favour.
- d. A list of payments to be drawn this month were approved and cheques already signed ratified and the statement of balance of accounts 2021 approved as follows, proposed by JP and seconded by RG with a unanimous vote in favour.

FINANCIAL STATEMENT AND CHEQUES TO BE DRAWN			
Wickhamford Parish Council	As at 31st March 2021	B/F	01.04.20
			73936.41
Deposit Account 309089 53702068	1003.09	INTEREST	112.72
Fixed Deposit	50108.41		
Current Account No 309089 37665860	5910.07	CREDIT	21170.51
Deposit Account 309089 39325168	4629.38	PRECEPT	11000.00
	61650.99	TOTAL	106219.64
LESS			

AS LIST		61650.99		
Cheque No.			PAYMENT	44568.65
				61650.99
	outstanding			-
				-
				-
				-
Credits	Worcs CC	598.00		-
	Funeral Partners	300.00		-
	Funeral partners	200.00		-
	Funeral Partners	228.00		-
	Funeral Partners	300.00		-
				0.00

Payments to be made				NET	VAT	GROSS
Date	Name	Product	Chq			
26.02.21	Andrea Evans	Burial fee	BACS	50.00	0.00	50.00
01.03.21	Andrea Evans	HP ink/paper	BACS	15.99	0.00	15.99
09.03.21	Andrea Evans	Salary	BACS	215.15	0.00	215.15
09.03.21	Andrea Evans	Burial fee	BACS	50.00	0.00	50.00
09.02.21	Maurice Parkinson	Lengthsman	BACS	98.00	19.60	117.60
10.03.21	Tim Spragg	Play inspection	BACS	40.00	0.00	40.00
10.03.21	HMRC	Tax & NI	BACS	53.80	0.00	53.80
			170			
12.03.21	Andrea Evans	zoom subs	BACS	14.39	0.00	14.39
18.03.21	Andrea Evans	Burial fee	BACS	50.00	0.00	50.00
22.03.21	A Wright	newsletter	BACS	40.00	0.00	40.00
			Total			646.93

FINANCIAL STATEMENT AND CHEQUES TO BE DRAWN			
Wickhamford Parish Council		As at 26th April 2021	
		B/F	01.04.21
			61422.99
Deposit Account 309089 53702068	1003.10	INTEREST	0.05
Fixed Deposit	50108.41		
Current Account No 309089 37665860	2234.95	CREDIT	1200.00
Deposit Account 309089 39325168	2629.46	PRECEPT	0.00
	55975.92	TOTAL	62623.04
LESS			
AS LIST	55975.92		
Cheque No.		PAYMENT	6647.12
			55975.92
	outstanding		-
			-
			-
			-
Credits			-
			-
			-
			-
			0.00

Payments to be made	NET	VAT	GROSS
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Date	Name	Product	Chq			
01.04.21	Andrea Evans	Office expenses	BACS	1000.00	0.00	1000.00
09.04.21	Andrea Evans	Salary	BACS	215.15	0.00	215.15
09.04.21	Andrea Evans	HP/stamps/paper	BACS	21.59	0.00	21.59
09.04.21	M Parkinson	Lengthsman	BACS	158.00	31.60	189.60
12.04.21	Andrea Evans	zoom	BACS	14.39	0.00	14.39
12.04.21	Smartcut	mowing	BACS	239.00	47.80	286.80
13.04.21	Andrea Evans	defib pads	BACS	75.99	0.00	75.99
13.04.21	AJ Flooring	hall floor	BACS	1200.00	240.00	1440.00
14.04.21	HMRC	Tax & NI		171 53.60	0.00	53.60
19.04.21	Terry Miles	Internal audit	BACS	100.00	0.00	100.00
22.04.21	Andy Tyrrell	Petanque	BACS	3250.00	0.00	3250.00
26.04.21	Merstow Green	incorrect credit	BACS	228.00	0.00	228.00
			Total			6875.12

e. VAT amount of £5026.57

12. Lengthsman-

- a. Tasks agreed: Check drains on Manor Road-Chase.
- b. Lengthsman budget for 2021-22 of £1804.63.

13. Items for the next Agenda

14. Date of next meeting: Wednesday 14th July 2021.

Location will be confirmed together with any necessary changes nearer to the date.

Items for the next Agenda must be received 7 days prior to the above date.

Andrea Evans

Clerk to Wickhamford Parish Council.
Meeting Closed at 8.32pm.

Signed.....

Date.....

Chairman