

Wickhamford Parish Council

Minutes of the Meeting, 7th May 2025.05/25.

Clerk to the Council, Andrea Evans, Ty Gwyn, Church Street, Offenham, Worcs, WR11 8RW.
07591533557 email wickhamfordpc@gmail.com website: www.wickhamfordpc.co.uk

Present: Councillors, T Hemming, R Gutteridge, S Wride (Chairperson), J Neal and N Austin.

Clerk, A. Evans.

1. **Apologies** –

T Cumberland and DC E Sims.

2. **Declarations of Interest**

None.

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

One member of the public attended to ask the PC to consider an offer of a piece of land for the use of the parish. Cllrs supported the proposal and will investigate how this can be done. In the meantime, it was unanimously agreed to purchase a bench for this area, proposed by RG and seconded by NA. Clerk will send link of benches to councillors and order accordingly. It was unanimously agreed to look into providing a pond and shelter in due course, proposed by RG and seconded by TH.

4. **The Minutes of the meeting** held on the 12th March 2025 were agreed, proposed by TH, seconded by NA with a unanimous vote in favour.

5. **District / County Councillors Report**

Reports will be added to the minutes and website when provided.

County Councillors Report-

District Council:

6. **Police Report:**

Update from www.police.uk

No report received.

7. **Parish Council:**

a. Whole Village event- Cllrs gave consideration to organising a whole village event to bring everyone together. Wickhamford Sports Club are very successful at these events. It was agreed that TH would ask club if they would be interested and if so, invite Wickhamford WI and hall

members as well as Wayside café to look at how an event could be organised. Ideas that were suggested were Bonfire Night event and/or Christmas event.

b. Village Planters- TH agreed to tend the two planters at each end of the A44. A budget is available from the PC for plants and materials etc.

c. Co-option of Parish Councillor following resignation of John Poulter- Wychavon have been notified of the resignation of John Poulter and the process has been followed to advertise it for the required time. Wychavon have now confirmed that an election has not been called and the PC can proceed with co-option. It was agreed to advertise in the newsletter for interested applicants with a closing date in June 2025 so that the chair and 1 other councillor as well as clerk can meet with prospective applicants. A role description should be provided as well as application form. Applications will then be considered by cllrs at the July 2025 meeting with the successful applicant starting in September 2025. Questions to be considered by applicant are as follows;

- What skills and experience do you have for the role of councillor
- What challenges do you think the parish faces and what ideas do you have to address them.
- Experience in planning would be desirable but not essential.
- What is your motivation to be on the Parish Council.

d. Clerks Review (closed session) Review was carried out by SW (Chair) with clerk where it was agreed that rate should be increased to SCP37 @£24.22 per hour. SW thanked clerk for providing an excellent service to the PC and for using experience and other information gathered from her other PC's to benefit Wickhamford.

e. Annual play inspection and works required/undertaken- Clerk confirmed that inspection was largely positive with work still required on bearings of roundabout and a gate closer. TH asked that a lock be put on double gate and combination given to grasscutters as dogs are getting in when gate is left open.

f. The following policies were noted and approved:

1. Publication Scheme
2. Recruitment policy
3. Complaints Policy
4. Retention of Records.
5. Disciplinary Policy
6. Anti-fraud and corruption Policy
7. Dignity at Work Policy.

8. Items for Consideration.

9. Planning.

a. The following applications were considered/noted:

a	Case No:	W/25/00406/FUL
	Location:	Lisbon Nurseries, Willersey Road Badsey
	Proposal:	Proposed demolition of existing commercial and horticultural buildings and erection of 23 permanent residential homes (for older people over 55 years), 1no. managers accommodation home, community meeting room and associated works
	Parish Council Decision:	"Wickhamford PC has the following comments to make: The inevitable increased traffic on a narrow, but fairly busy road and coming through Wickhamford for access The safety of pedestrians walking into Badsey as there is no pavement. Flooding issues which are a problem at that end of the village"

	Wychavon Decision:
b	Case No: W/25/00705/AGR Location: Nightingale Orchards, Longdon Hill, Wickhamford Proposal: Steel framed agricultural building for storage of horticultural machinery Parish Council Decision: No objections Wychavon Decision:
c	Case No: W/25/00730/CLE Location: Whitfurrows Farm, Pitchers Hill, Wickhamford Proposal: Application for erection of unit for offices/storage/showroom and Class E use. Parish Council Decision: No comment Wychavon Decision:
d	Case No: W/25/00876/FUL/Associated Ref; W/03/00670/PN Location: Whitfurrows Farm, Pitchers Hill, Wickhamford Proposal: Removal of condition 11 (removal of permitted development rights) of planning permission W/03/00670/PN (Erection of replacement dwelling and new outdoor manege) Parish Council Decision: PC has no reason to object but we are concerned that the removal would be a gateway to further development. Wychavon Decision:

b. The following decisions/appeal were noted:

e	Case No: W/25/00235/CLE Location: Whitfurrows Farm, Pitchers Hill, Wickhamford Proposal: Certificate of lawfulness for the existing use of an office/showroom/store (Use class E) Parish Council Decision: No comments Wychavon Decision: Withdrawn
f	Case No: W/25/00256/FUL Location: Knowle Hill Plant Centre, Knowle Hill, Wickhamford Proposal: Change of use from A1 Retail Café to use Class C3 holiday accommodation use (retrospective) Parish Council Decision: No comments Wychavon Decision: Approved
g	Case No: W/24/01079/FUL- APP/H1840/W/25/3360640 Location: Land at (Os 0667 3979) Murcot Road, Childswickham. Proposal: Planning application for 6no pitch Gypsy/Traveller site with associated hardstanding, fencing and installation of Package Treatment Plant. Parish Council Decision: Having reviewed the new application, the PC can't see any reason to change our previous comments objecting to the proposal. The Road safety Audit states that" Murcot Road does not provide any obvious through route between destinations" I would take issue with this, as it is a Rat Run in both directions for people wanting to avoid the Evesham bypass at busy times and the exits at either end

(Murcot Turn and Hinton crossroads) are accident blackspots.

There is no proximity to schools, shops, doctors and bus services - all of which will be required for, as stated in the Planning Statement, the applicant's "elderly relatives and children with medical conditions" .

Please note that we were not sent the correct request for comments and despite flagging this with the planning officer, a new one was not forthcoming hence our response in this way

**Wychavon
Decision:**

10. Finance:

- a. A list of payments to be drawn this month were approved and cheques already signed and ratified and the statement of balance of accounts 2025 approved as follows, proposed by RG and seconded by TH with a unanimous vote in favour.

Bank Account Reconciled Statement

Treasurers

Statement Number	39	Bank Statement No.	39
Statement Opening Balance	£7,917.01	Opening Date	01/04/25
Statement Closing Balance	£7,646.91	Closing Date	25/04/25
True/ Cashbook Closing Balance	£7,646.91		

Date	Cheque/ Ref.	Supplier/ Customer	Debit (£)	Credit (£)	Balance (£)
01/04/25		Badsey PC	3.00	0.00	7,914.01
01/04/25		Andrea Evans	10.00	0.00	7,904.01
01/04/25		HP Ink	37.49	0.00	7,866.52
01/04/25		Bretforton Parish Council	0.00	7.50	7,874.02
01/04/25		Badsey & Aldington Parish Council	0.00	7.50	7,881.52
01/04/25		Andrea Evans	24.73	0.00	7,856.79
01/04/25		Andrea Evans	1,000.00	0.00	6,856.79
03/04/25		HMRC	0.00	2,725.97	9,582.76
07/04/25		Andrea Evans	482.92	0.00	9,099.84
14/04/25		Wickhamford Sports Club	250.00	0.00	8,849.84
14/04/25		Rospa	120.00	0.00	8,729.84
14/04/25		Smartcut	94.58	0.00	8,635.26
14/04/25		Smartcut	116.42	0.00	8,518.84
14/04/25		Smartcut	136.80	0.00	8,382.04
14/04/25		Edgeit Systems	120.60	0.00	8,261.44
17/04/25		Post Office	1.70	0.00	8,259.74
22/04/25		Lloyds Bank	4.25	0.00	8,255.49
22/04/25		HMRC	458.58	0.00	7,796.91
22/04/25		Terry Miles	150.00	0.00	7,646.91

Uncleared and unrepresented effects

Total uncleared and unrepresented	0.00	0.00
Total debits / credits	3011.07	2740.97

Reconciled by Andrea Evans

Wickhamford Parish Council

Expenditure transactions - payments approval list Start of year 01/04/25

No	Payment Reference	Gross	To pay Heading	Invoice	Invoice	Details
1015		£3.00	£3.00 21400	02/05/25		Badsey PC - mobile
1016		£37.49	£37.49	02/05/25		Andrea Evans - Monthly expenses
	and play					
	1	£10.00 21100		1 x play insection		
	2	£27.49 21700		monthly expenses		
1017		£294.00	£294.00 21300	02/05/25		Andy Tyrrell - VAS
1018		£574.89	£574.89	02/05/25		Worcs CALC - membership
	1	£50.21 20400		NALC		
	2	£524.68 20400		calc per elector		
1019		£150.00	£150.00 21000	02/05/25		Terry Miles - audit
Sub Total		£1,059.38	£1,059.38			
		£147.00	£147.00	Confidential		
Total		£1,206.38	£1,206.38			

b. The balances as at 31st March 2025 were noted as follows:

- i. Current Account £7917.01
- ii. Deposit Account (2068) £2983.56
- iii. Deposit Account (5168) £17781.04

c. VAT return amount as at 31st March 2025 of £2725.97 was noted.

d. The Annual Governance Statement on the annual return for the year ending 31st March 2025 was approved, proposed by JN, seconded by TH with a unanimous vote in favour.

e. The statement of accounts for the year ending 31st March 2025 was approved, proposed by NA, seconded by RG with a unanimous vote in favour.

f. The Report of the Internal Auditor on the annual return for the year ending 31st March 2025 was approved proposed by SW, seconded by JN with a unanimous vote in favour.

g. Insurance renewal of £1757.82 as of 1st June 2025 was noted and approved for payment, proposed by RG, seconded by SW with a unanimous vote in favour.

Lengthsman:

- a. Tasks required-

- Green algae on bus shelters.
- Gate catch at play area.
- Paint small gate on playing field

b. The lengthsman budget for 2025/26 of £2378.42 was noted.

11.Items for the next Agenda

13. **Date of next meeting: Wednesday 2nd July 2025 (Note date change)- Wickhamford Memorial Hall.**

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 8.06pm.

Signed.....Chairperson

Date.....