

NORTH CLAINES PARISH COUNCIL (NCPC)
MINUTES OF THE ANNUAL PARISH COUNCIL MEETING HELD on
Monday May 9th 2022

Held in Okeys Lane Baptist Church Hall and on ZOOM

PRESENT

Cllr M Farmer (MF)
Cllr A Harris (AH)
Cllr M Tubby (MT)
Cllr M Drinkwater (MD)
Cllr J Robb (JR)
Cllr T Butler (TB)
Cllr C Johnston (CJ)
Cllr S Allen (SA)

Cty Cllr M Baylis (MB)
Dst Cllr A Miller (AM)
Dst Cllr N Wright (NW)

1. To receive apologies for absence and to approve reasons for absence.

There were no apologies for absence.

2. To elect a Chairman.

Cllr MD proposed, and Cllr JR seconded Cllr MF for the role of Chairman and she was duly re-elected for the role.

To elect a Vice-Chairman.

Cllr JR proposed and Cllr MF seconded Cllr MD for the role of Vice Chairman and she was duly re-elected for the role.

3. Declarations of Interest

a) Register of interests; Councillors are reminded of the need to update their register of interests.

b) To declare any other Disclosable Pecuniary Interests in items on the agenda and their nature.

c) To declare any Other Disclosable Interests in items on the agenda and their nature.

Cllr MF declared an interest in item 10.1 appointment of new Councillor as it is her neighbour.

d) Written requests for the council to grant a dispensation (S33 of the Localism Act 2011) are to be with the clerk at least four clear days prior to a meeting.

Councillors who have declared an interest must leave the room for the relevant items as per the code of conduct and the North Claines Parish Council standing orders.

Failure to register or declare a Disclosable Pecuniary Interest may be a criminal offence.

4. To appoint Officers of the Council – General Committee

4.1 Finance Committee – to include the staffing committee.

Appointment of Chairperson of the committee and 3 Councillors to serve on the Finance committee which will meet when the Council deems appropriate or 4 times a year.

Cllrs appointed – MF, MD and JR

- 4.2 Recreation Committee to include all public open spaces.

Appointment of a Chairperson of the Recreation Committee and 2-3 Councillors which will meet when appropriate.

Cllrs appointed – MF, SA, CJ and MD

- 4.3 Planning Committee to take responsibility for reviewing all new applications.

They will bring to the main council meeting only those applications where they wish to make an objection on planning grounds. Appointment of a Chairman and 2-3 Councillors.

Cllrs appointed – TB, JR, AH and MT.

- 4.4 General Maintenance coordinators

To report items to Top Cut and follow up progress of requests. To also inspect the parish twice a year with Daniel Lovatt.

Cllrs appointed MF, SA and MD.

5. To appoint Councils representatives on other committees.

- 5.1 None to date of agenda.

6. To review adopted procedures of the Council.

- 6.1 Review the standing Orders.

The Council has currently adopted the 2018 standing orders as recommended by NALC. The Council reviewed and accepted the existing standing orders.

- 6.2 Review the financial regulations.

The Council has currently adopted the 2016 financial regulations as recommended by NALC.

The Council reviewed and accepted the existing financial regulations.

- 6.3 Review complaints procedure.

The Council reviewed and accepted the existing complaints procedure.

- 6.4 Review grievance and disciplinary protocol - no changes recommended by the Clerk.

The Council reviewed and accepted the existing grievance and disciplinary protocol.

- 6.5 Review member/officer protocol.

The Council reviewed and accepted the existing member/officer protocol.

7 Approve and sign the risk log and asset register for the year ending 31 March 2022

These was signed and approved by Cllr MF.

8 To confirm the minutes of the meeting of April 4th 2022.

The minutes were approved and signed.

Meeting Adjourned for public question time

There were no public questions.

9 Progress reports from the previous minutes and any matters arising for information (if not considered elsewhere on the agenda)

- 9.1 Progress reports.

Co-option of new Councillor.

Victoria Nelms of 11 Westfields Road, Fernhill Heath WR3 7XE applied to be co-opted to the Parish Council and expressed her desire to join the Council and willingness to get involved.

The Parish Council unanimously approved this co-option and welcomed Victoria to the Parish Council.

10 Public areas in North Claines Parish.

- 10.1 Opportunity for Councillors to raise matters regarding the Brum.
- Fitness instructor on the Brum. It was noted that this was not a problem as it was a public area, but it should be noted that appropriate public liability must be organised, and that the area should remain open to all Brum users.
 - The ROSPA report has been completed and there are no urgent issues to report.
 - Signage is to be ordered and stickers to replace the phone number on the current signs as well.
- 10.2 Opportunity for Councillors to raise matters regarding Bull Meadows and report on actions from the previous minutes.
- Cllrs MF and MD met with Mr James to discuss the dead trees on his land at the edge of Bull Meadow. MF is to follow this action up.
 - The planning application is still to be decided by Wychavon.
 - The trough on the Brum is to be moved out of the ditch.
- 10.3 Opportunity for Councillors to raise matters regarding other open areas in the Parish.
- Cllrs MF and MD are to look at the neglected flower bed on Agatha Gardens and agree a plan to restore it.
 - It was noted that dog waste had reduced since the signs had been put up warning of the consequences of allowing dogs to foul the area.
 - Path on the corner of Shrawley Road and Westfield Road needed attention.
 - Sign on junction of Dilmore Ave and Shrawley Road is broken.

11 Highways, Footpaths and Lighting.

Opportunity to discuss any matters arising.

11.1. Claines School car park.

H Philips has approached the Parish Council to note that he is happy to rent land to the School in Claines (At an agricultural rent fee) to facilitate car parking at the school.

The Parish Council thanked H Philips for the offer but noted that the school would not support this proposition as they were not in a financial position to do so.

It was noted that the traffic had been alleviated due to the Philips Company not using the road during school collection and drop off hours. The school have also stressed to the parents at the school that their parking should be more considerate.

11.2 Requests have been received for dog waste bin at Station Road and a waste bin on Danes Green. The ongoing yearly costs for dog waste bins are around £100 per annum and this was approved by the Parish Council.

11.3 WPD have closed the repair requests on numbers 24 and 25 and the responsible officers are away on holiday.

- 11.4 It was agreed that the area next to number 32 Agatha Gardens should be added to the parish maintenance contract.
- 11.5 Martinbrook Farm industrial estate was still noted as causing problems and that HGVs were ploughing up the lanes. MB agreed to investigate the prospect of stopping HGVs entering the land from the Kennels Lane end.
- 11.6 The path between Vicarage Lane and Claines School was overgrown and needed cutting back as soon as possible.

12. Correspondence for information only.

Calc executive officer letter.
Information re the Bevere Fish Pass from Cllr Johnston
Email re area of land by Agatha Gardens.
Delay to the SWDP is announced.
Co-option form for Victoria Nelms
Airband letter.

13 Planning

13.1 Planning applications for decision

W/22/00939/LB
Flat 1 The Mews,
Bevere House, Bevere Green,
Bevere, Worcester, WR3 7RG
Partial conversion of integral garage into living accommodation (kitchen) and replacement windows to the north elevation.
The Parish Council had no objection to this application.

W/2202920
17 Oldcourne Road, Fernhill Heath
Worcester WR3 8BY
New enclosed porch extension.
The Parish Council had no objection to this application.

W/22/00848/HP
Fernhill Heath Cottage, 60 Droitwich Road,
Fernhill Heath, Worcester, WR3 8RQ
Proposed new vehicular and pedestrian access gates, new entrance porch, and single storey rear extension. (Variation of condition 2 Ref. 19/00805/HP)
The Parish Council had no objection to this application.

W/22/0993/HP
The Retreat, Porters Mill
Ladywood WR9 0AN
The Parish Council had no objection to this application if the conservation officer has no objection. The Parish Council believe that this application is outside the Parish and this will be noted to the planning department.

13.2 Planning application decisions by Wychavon. Approved.

W/22/00214/HP
Green Gates, 275 Droitwich Road, Fernhill Heath, Worcester, WR3 7UH
Single storey side and rear extension.

W/22/00414

Mildenham Mill, Egg Lane, Claines, Worcester, WR3 7SA

Proposed development of a link extension and change of use of stables to additional accommodation

13.3 Planning application decisions by Wychavon. Refused.

21/02892

Daniels Farm, Vicarage Lane, Claines

Change of use of livestock units to storage units.

The Parish Council noted that this was due to the implications on the local road network and highways safety.

13.4 Any other matters planning

- A plan has been passed regarding a new secure dog walking area just outside the Parish boundary. Several Councillors have noted that they are disappointed that they were not notified of this planning application in Worcester City. MB agreed to ask Worcester City to keep NCPC informed of planning applications on the boundary of the Parish.
- The planning application at Dilmore Lane (21/02974) is still ongoing. It was noted that the field had been ploughed up prior to the conservation officer comments. It was noted that this would remove wildlife.

14 Report from County and District Councillor.

14.1 Report from M Baylis.

- There is to be a temporary speed reduction on Pulley Lane.
- The action to repaint the white lines at the entrance to the Brum is to be followed up.
- MB to remind Barry Barnes that the VAS needs to be installed in the Parish and to find suitable sites.
- MB to also ask Barry Barnes for the report as agreed on the parking arrangements for School Bank as agreed after the meeting at the school.
- The public path on the Brum is to be re tarmacked by WCC.

14.2 Report from N Wright.

- Vibrant village project was still progressing.
- Some planners have left Wychavon and have been replaced.
- The legacy grants are soon to be decided upon.

15 Newsletter and website

15.1 Newsletter will be published at the end of May or early June.

It was agreed to raise the delivery cost of the newsletter by £25 to £165.

15.2 It was noted that the website was not fully accessible at the current time but a plan was in progress to action this.

16 Finance.

16.1 Invoices for consideration and payment at the Council meeting were approved as per the attached list.

The Council were also asked to consider a donation of £50 towards the jubilee celebrations at the Baptist Church – which would involve a free lunch for everyone, and games followed by Songs of Praise on the Brum with the Salvation Army Band but the Council refused this request.

There were no objections to a songs of praise request for the Brum in September 2022.

16.2 Monies received.

Wychavon DC precept and grant for April 2022-23	£54950
Wychavon DC CIL from 2021-22	£692.52

17 Parish Maintenance

This is an opportunity for Councillors to raise matters re parish maintenance.

- Top Cut have been asked to remove some of the items left by the contractors at the Fish Pass.
- Top Cut are to remove the vegetation growing around bin at the far end of Beverer lane by Beverer nurseries and also the Northwick manor heritage trail way marker.

18 Councillors additional items for consideration or for matters to be placed on the agenda for the next Parish Council meeting.

- Tea on the Brum 23 July to be discussed.

29 Dates of the next Parish Council meetings.

These meetings will be held in Okeys Lane Baptist Church
June 6th 2022 Ordinary Parish Council meeting at 19:30hrs.
July 4th 2022 Ordinary Parish Council meeting at 19:30hrs

Abbreviations

Clr – Councillor

NCPC – North Claines Parish Council

NPC – Neighbourhood planning committee

WCC – Worcestershire County Council

WDC – Wychavon District Council