

NORTH CLAINES PARISH COUNCIL (NCPC)
MINUTES OF THE MEETING HELD on Thursday May 11th 2023
Held in Okeys Lane Baptist Church Hall at 1930hrs

PRESENT

Cllr M Farmer (MF)
Cllr V Nelms (VN)
Cllr M Tubby (MT)

All Councillors signed the declaration of acceptance of office prior to the meeting.

- 1. To receive apologies for absence and to approve reasons for absence.**
Cllr M Drinkwater and Cllr J Robb sent their apologies to the Council and these were accepted by the Council.
- 2. To elect a Chairman.**
VN proposed and MT seconded Meg Farmer who duly accepted the role of Chairman.
To elect a Vice-Chairman. It was agreed to appoint a Vice Chairman when all Councillors were present
- 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.
 - 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 Meg Farmer, Jean Robb and Margaret Drinkwater
 - 4.2 Recreation Committee to include all public open spaces.
Appointment of Cllrs VN, MD and MF.
 - 4.3 Planning Committee
Appointment of Cllrs JR and MT.
 - 4.4 Sustainability Committee
Appointment of Cllr VN.

- 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 - no changes recommended by the Clerk. The Council has currently adopted the 2018 standing orders as recommended by NALC.
- 6.2 Review the financial regulations – no changes recommended by the Clerk. The Council has currently adopted the 2020 financial regulations as recommended by NALC.
- 6.3 Review complaints procedure - no changes recommended by the Clerk.
- 6.4 Review grievance and disciplinary protocol - no changes recommended by the Clerk.
- 6.5 Review member/officer protocol - no changes recommended by the Clerk.
- 7 Approve and sign the risk log and asset register for the year ending 31 March 2023**
- This was approved and signed as correct.
- 9 To confirm the minutes of the meeting of April 3rd, 2023 and AGAR 2022-23 (circulated)**
- 9.1 The minutes were approved and signed as a correct record of the meeting.
- 9.2 The AGAR for 2022-23 was examined and it was noted that the Internal Auditor had not seen the accounts to date. It was agreed that if there was an issue, this could be examined at the June meeting prior to the submission of documents to the external auditor in July 2023.
- 9.3 To approve the Annual Governance statement for North Claines Parish Council for 2022-23
- This was signed and approved by NCPC whilst noting that the Internal Auditor had not yet seen the accounts. The report will be noted at the June meeting of NCPC.
- 9.4 To approve the accounting statements for North Claines Parish Council for 2022-23
- This was signed and approved by NCPC whilst noting that the Internal Auditor had not yet seen the accounts. The report will be noted at the June meeting of NCPC.
- Meeting Adjourned for public question time and reopened after.***
- 10 Progress reports from the previous minutes and any matters arising for information (if not considered elsewhere on the agenda)**
- 11 Public areas in North Claines Parish.**
- 11.1 Opportunity for Councillors to raise matters regarding the Brum. Rospa visit. A swing seat needs replacing.
- 11.2 Opportunity for Councillors to raise matters regarding Bull Meadows and report on actions from the previous minutes.
- Signage and entrance. Other quotes to be sought.

- Pond planting to commence. Plants ordered and will be planted at the end of May
 - 2 benches are to be ordered.
 - Paths are to be completed in the next 2 weeks with the Bredon Gravel. There is planting still to be done and the entrance for vehicles need to be finished.
 - There is a rough sleeper on Bull Meadow and homeless shelters have visited him.
 - Hibernaculum and a bee bank have been installed as requested by Natural Networks.
- 11.3 Opportunity for Councillors to raise matters regarding other open areas in the Parish.
- Trees were approved for Robins Drive and Agatha Gardens and will be ordered in the Autumn.
 - Brum is very wet by the entrance on Dilmore Road – Clerk to ask Top Cut for a quote.

12 Highways, Footpaths and Lighting.

- 12.1 Opportunity to discuss any matters arising.
- 12.2 Update on lighting problems in the Parish.
- Streetlights inspection. Ongoing. Clerk
 - Light number 25 has the old post remaining.
 - Strange box on top of one of the lights on Dilmore Road – number not known.
- 12.3 Update on highways issues.
- Hurst Lane – cars can get stranded either side of the “loop” on the new junction and lighting system.
 - Station Road water not draining – needing jetting out.

13. Correspondence for information only.

- Declaration of interest forms and information for all Councillors to complete and return.
- Road closure – Egg Lane
- SNT newsletter.

14 Planning

14.1 Planning applications for decision

W/22/02231/HP

1 Morton Road, Fernhill Heath, Worcester, WR3 7UB

Loft conversion including balcony and installation of cladding (retrospective)

Objection

This design does not fit in with the current street scene.

The Parish Council suggests redecoration to fit with the main building.

W/21/02974

42 homes on Dilmore Lane

This is a resubmission that NCPC objected to last year.

Objection

The Parish Council would like to reiterate its objection as previously stated.

W/23/00661

Daniels Farm Vicarage Lane Claines Worcester WR3 7RP

Partial demolition and rebuild to form erection of single-storey extension

No objection

North Claines Parish Council had no objections in principle to this extension but ask that it is kept in keeping with the original building and the Old Vicarage

W/23/00625/FUL

Land at (OS 8698 5884) Hurst Lane, Fernhill Heath

Creation of a new vehicular access to an agricultural field

Objection

The Council noted that two accesses for one field appeared to be unnecessary.

14.2 Planning application decisions by Wychavon. Approved.

W/23/00198/HP

Conversion of garage to playroom, single storey extension to side and rear, two storey extension to side, rebuild front porch

2 Ivy Lane, Fernhill Heath, Worcester, WR3 8RW

W/22/02288/FUL

Aspen Lodge, Chestnut Close, Fernhill Heath Worcester WR3 7SZ

Construction of dwelling - part retrospective.

W/22/00697/HP and W/22/02148/OUT

Retrospective application for erection of detached double garage and store. The construction of a detached 4/5-bedroom house with a detached garage and vehicle parking spaces.

Lyftors Lodge, Firs Farm, Ombersley Road, Worcester, WR3 7RH

14.3 Planning application decisions by Wychavon. Withdrawn.

W/23/00385/LB Oak Farm, Ombersley Road. Worcester. WR3 7RH

Re-instatement of window openings and doors to the Barn and Cowshed.

15 Report from County and District Councillor.

15.1 Report from M Baylis

Not present.

Queries to put to M Baylis;

- Ascot Close needs resurfacing.
- Piper homes note that they are seeking Council adoption of the land.
- Follow up on the safety concern regarding the bridge on the A449 Link Road. Temporary signage notes the raised road surface, but these signs frequently are knocked over.
- Filter light Hurst Lane turning right to A38. MB has reported this to Barry Barnes and will report it again as an ongoing issue.
- Ongoing issues at School Bank.
- Unfinished road on Dilmore Lane which should have been done by Taylor Wimpey. It was also noted that the roads in the Taylor Wimpey site were also not completed.

- The VAS camera - BB will visit and identify suitable areas.

16 Newsletter and website

- 16.1 Newsletter has been distributed and has been well received.
Wendy Filby cannot deliver the newsletter anymore and MF delivered some of the leaflets this edition. MT to contact Royal Mail regarding the cost of delivery by them.

17 Finance.

- 17.1 Invoices for consideration and payment at the Council meeting.
Invoices were approved for payment.
- 17.2 Monies received.
Wychavon DC precept and grant for April 2023-24 £56100
- 17.3 AGAR signed as correct see item number 9.

18 Parish Maintenance

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

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

20 Dates of the next Parish Council meetings.

These meetings will be held in Okeys Lane Baptist Church.

June 5th 2023 Ordinary Parish Council meeting at 19:30hrs (apologies received from MF)

July 10th 2023 Ordinary Parish Council meeting at 19:30hrs (apologies received from VN)

August 7th 2023. Co-options to be received for new Councillors.

September 4th 2023

Abbreviations

Clr – Councillor

NCPC – North Claines Parish Council

NPC – Neighbourhood planning committee

WCC – Worcestershire County Council

WDC – Wychavon District Council