

**NORTH CLAINES PARISH COUNCIL (NCPC)**  
**MINUTES OF THE MEETING HELD on Monday December 1<sup>st</sup> 2025**  
**Held in Okeys Lane Baptist Church Hall at 19:30 hrs**

**PRESENT**

Cllr Farmer (MF)  
Cllr Tubby (MT)  
Cllr Harris (AH)  
Cllr V Nelms (VN)  
Cllr S Challoner (SC)  
Cllr R Whitgrove (RG)  
Cllr B Allen (BA)  
Cllr E Johnstone (EJ)  
Cllr M Challoner (MC)

Dst Cllr Nicolas Wright (NW)  
Dst Cllr D Birch (DB)  
Cty Cllr S James (SJ)

1. **To receive apologies for absence** and to approve reasons for absence.  
Cllr Robb (JR) apologies were accepted.
2. **Declarations of Interest and Council vacancies**
  - 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.
3. **Minutes from the last meeting of the Parish Council**
  - 3.1 To confirm the minutes of the meeting held on 3<sup>rd</sup> November 2025.  
The minutes were approved as a correct record and signed accordingly.
  - 3.2 Progress reports from the previous minutes and any matters arising for information (if not considered elsewhere on the agenda)
4. **Public Question Time**

This is an opportunity for members of the public to ask any questions of the parish council, time to be at the Chairman's discretion.

## 5 Finance.

- 5.1 Invoices for consideration and payment at the Council meeting were approved for payment.

Clerk. Salary, NI, pension and tax for November 2025	Confidential
Green self-storage for November 2025	£99
Vodafone office phone for November 2025	£19.03
Jamie Wyton November 2025	£240
Top Cut mowing services contract for November 2025	£3678
Top Cut lengthsman October	£48
Top Cut. Other October	£60
NPower Parish Lighting	£450.60
Amazon. 2 new VAS batteries	£199
Wychavon DC rent of POS	£5
DCVS rent December to February 26 incl	£1029
Ocean Blue printing of additional scarecrow maps	£34.50
Npower Street lighting	£450.60

- 5.2 Monies received by the Parish Council.  
Nothing to date of agenda.
- 5.3 The Parish Council agreed to appoint Gill Lungley as the internal auditor for 2025-26, scope and specifications in letter attached.

## 6 Public areas in North Claines Parish.

- 6.1 The Brum Recreation ground.
- Electrical repairs are to be completed on the Brum in the month of December.
  - JW and SC examined the roundabout and noted that the bearings were gritty. It was agreed that the Council would wait to replace or repair this item until the spring.
- 6.2 Bull Meadow.
- The purchase of wavy bird feeder, cost of £844 each (including installation) was discussed, and it was agreed that the blacksmith would be approached to ask about the safety and security of this item. MF/AH to provide further details on specification and cost which are to be circulated to all the Councillors.  
This project was approved in principle subject to satisfactory risk assessment and detailed plans.
  - The Council considered the provision of a storage unit on Bull Meadow and noted that there was no free service for Parish Councils to enquire whether planning permission was needed for this provision. DB is to ask planning if they will waive the fee for the Parish Council. SC to send dimensions of the shed to DB.
  - Damage to the lock at the vehicular access of Bull Meadow. Top Cut has performed emergency repairs. It was noted that the barriers had not been damaged. AH noted that she would be happy to have a key safe at her property.
  - 7 volunteers have cleared the pond/scrapes and MF is to speak to wetland experts regarding guidance for the pond area.

- 6.3 Events run by the Parish Council update.
- Santa on his sleigh with reindeer and helpers will be in the Parish on the 13<sup>th</sup> December. The sleigh is to be decorated with fairy lights. The risk assessment is to be updated by AH. The donations for this event are to go to fund the Memory trees that are to be planted at Bull Meadow.

- 6.4 Opportunity for Councillors to raise matters regarding other open recreation areas in the Parish.

## **7. Highways, Footpaths and Lighting.**

- 7.1 Update from Highways/lengthsman Councillor.
- It was noted that the footpath over the railway had been resurfaced and that Top Cut had cleared the path and the related vegetation.
  - Noted that the drains along Station Road were blocked and that the Clerk had reported this to Highways.
- 7.2 Lighting problems in the Parish.
- There were no reported lighting issues at the current time.
- 7.3 Highways information or problems.
- It was noted that as there was now a VAS that could be moved around the Parish the Clerk will ask Highways if there are other suitable poles around the Parish to use for this purpose.
  - Damage of the Perspex to the bus shelter, Top Cut have replaced the Perspex.

## **8. Correspondence.**

The Council were able to raise any matters regarding correspondence as per the correspondence list.

## **9 Planning**

- 9.1 Planning applications for consideration.
- Report to be received from the planning advisory group on plans that have been submitted.

Application Number : W/25/02442/CLE

Location: Linacres Cottage, Linacres Farm, Egg Lane, Claines, Worcester, WR3 7SB

Description of Proposal: Certificate of lawfulness for existing side extension and front porch at Grooms Cottage, Linacres Farm.

The Parish Council had no objection to this application.

Application Number: W/25/02391/HP

Location: 2 Perrycroft Close, Fernhill Heath, Worcester, WR3 7UF

Description of Proposal: Construction of outbuilding for ancillary residential accommodation.

The Parish Council objected to this application and noted that there was already an application for the expansion of the original property and this subsequent application would be overdevelopment in the view of the Parish Council

- 9.2 Planning applications approved by Wychavon.  
Planning Ref: W/25/01590/HP  
Location Bevere Manor South, Bevere Green, Bevere, Worcester, WR3 7RG  
Description of proposal: Demolition of existing extension and erection of single storey rear extension, replacement windows and internal alterations.
- Planning Ref: W/25/01961/HP  
Location: Sandfield, Danes Green, Claines, Worcester, WR3 7RU  
Proposal: Demolition of existing rear extension, conservatory and garage.  
Proposed loft conversion involving roof alteration. Proposed erection of two storey side and rear extensions and single storey extensions to the side and rear.
- 9.3 To receive report re the proposed LionCourt development from MF and SC who attended.  
DB noted that there will be some 106-money coming from the development (separate to the CIL money) and this would be set aside for the Brum. It was to be decided whether this would be for play equipment or towards a parish hall.  
SC noted that a space had been allocated within the development for a community hall and the Parish Council agreed that they would like to explore this possibility and to work to develop a live project for potential 106 funds.  
MF and SC to meet again with Lioncourt and to liaise with DB and NW on the next meeting and to report back to the Parish Council at the January meeting.
- 9.4 Application withdrawn  
Planning Ref: W/25/02129/HP  
Proposal: Erection of a detached garage.  
Location: Martinbrook Farmhouse, Lower Town, Claines, Worcester, WR3 7RY
- 10 Report from County and District Councillors.**
- 10.1 Report from S James.
  - Ongoing parking issues in the parish and SJ is to meet with SNT and the Police to discuss this issue.
- 10.2 Report from N Wright/D Birch.
  - Wychavon Council tax is not to increase.
- 11 Newsletter and social media**
- 11.1 Update on newsletter or other social media.  
Nothing to report.
- 12 Councillors additional items for consideration** or for matters to be placed on the agenda for the next Parish Council meeting.  
DRW requested "Councillor training" and "Understanding planning process Training" which had been arranged.  
A request for a dog bin on the Corner of Dilmore Avenue is to be placed on the February agenda.
- 13 Date of the next Parish Council meetings.**  
2<sup>nd</sup> February 2026  
2<sup>nd</sup> March 2026

Abbreviations

CLr – Councillor

NCPC – North Claines Parish Council

WCC – Worcestershire County Council

WDC – Wychavon District Council

WDC – Wychavon District Council

**Appendix A**

**Actions from December 2025**

- Electrical repairs are to be completed on the Brum in the month of December. **MT**
  - **JW and SC** examined the roundabout and noted that the bearings were gritty. It was agreed that the Council would wait to replace or repair this item until the spring.
- 6.5 Bull Meadow.
- The purchase of wavy bird feeder, cost of £844 each(including installation) was discussed and it was agreed that the blacksmith would be approached to ask about the safety and security of this item. **MF/AH** to provide further details on specification and cost which are to be circulated to all the Councillors.
  - provision of a storage unit on Bull Meadow. **DB** is to ask planning if they will waive the fee for the Parish Council.  
**SC** to send dimensions of the shed to DB.
- 7.4 Highways information or problems.
- It was noted that as there was now a VAS that could be moved around the Parish the **Clerk** will ask Highways if there are other suitable poles around the Parish to use for this purpose.
- 9.3 SC noted that a space had been allocated within the development for a community hall and the Parish Council agreed that they would like to explore this possibility and to work to develop a live project for potential 106 funds.  
**SC**  
**MF and SC** to meet again with Lioncourt and to liaise with DB and NW on the next meeting and to report back to the Parish Council at the January meeting.
- 10 Ongoing parking issues in the parish and **SJ** is to meet with SNT and the Police to discuss this issue.
- 12 A request for a dog bin on the Corner of Dilmore Avenue is to be placed on the February agenda. **Clerk**