

TIBBERTON PARISH COUNCIL

MINUTES OF MEETING HELD MONDAY 25th SEPTEMBER 2023, 7.30PM at TIBBERTON PARISH HALL, PLOUGH ROAD, TIBBERTON

Council Members present: Cllr Robbie Hazlehurst, Chair
Cllr Sarah Harfield, vice-Chair
Cllr Trevor Knight
Cllr Liz Morton
Cllr Helen Savage
Cllr June Woodland

Council Members absent: Cllr Margaret Rowley

In attendance: Ten members of the public.
Cllr Marc Bayliss Worcester County Council
Rachel Hinton-Jones Clerk and Responsible Finance Officer (RFO)

1. **Chair's Welcome**
The Chair opened the meeting.
2. **Apologies.** To receive apologies for absence.
Cllr Margaret Rowley apologised unable to attend due to another meeting.
3. **Declarations of interest.**
None.
4. **Written requests for dispensation.**
No requests for dispensation had been received.
5. **Public forum.**
 - a. To progress with the SmartWater deterrent. Neighbourhood watch will be supporting registration of the scheme. Strategy & Finance committee have agreed to fund the 166 kits with the match funding to 222 kits from West Mercia Police.
 - b. Members of the public commented as follows:
 1. Concerns about the weight limit on the bridge, and how confusing this is, along with what's in place is being ignored. Canal Trust is currently exploring many options to support going forward.
 2. Confirmation of SmartWater sign up on how this works. It is done by households who would like to sign up register on the scheme.
 3. Open space by Hawthorn rise no longer maintained. This has now been adopted by Wychavon Council. WDC to be contacted to allow activities to take place on this space.
 4. Hedge by court end farm a real concern on passing traffic. To follow up with the highways. Cllr Sarah Harfield confirmed hedge in front of hillside being maintained end of November 2023
 5. Road sweeper-plough road. Silver birch tree blocking the drains. This is not on council property, therefore belongs to homeowner. To discuss this work with the Lengthsman.
 6. A thank you from all the public to everyone who helped with the planning appeal. Confirmation of the 26 homes is going ahead. This is going forward to South Worcester development plan. A development plan will be published early next year 2024. Neighbourhood planning to review the proposal at the meeting being held on 9th October 2023. Members of the public encouraged to join this group.

1. Division and ward representatives:

c.1 Worcestershire County Councillor for Bowbrook division, Marc Bayliss, provided an update on a concern from Tibberton School regarding blocking and obstructing. A proposal on double yellow lines, and for this to be noted at this meeting. Marc will follow through with Worcester County Council and submit a proposal to discuss at the next Parish Council meeting. Robbie Hazelhurst suggested a comprehensive review is carried out.

c.2 Wychavon District Councillor for Bowbrook ward, Margaret Rowley –

TIBBERTON PARISH COUNCIL MEETING 25th September 2023

WYCHAVON DISTRICT COUNCIL REPORT

Progress with the South Worcestershire Development Plan Review (SWDPR) The comments submitted by residents, developers and other interested parties in the consultation on the SWDPR carried out in November and December last year have been collated and are ready to be submitted to the Planning Inspectorate. A public examination of the Plan will be carried out by an inspector sometime between January and March 2024. At this stage members of the public may ask to make in person representations to the Inspector. If the inspector requires modifications to be made following the examination, the Council will be notified during June and July 2024. The Inspector's final report is expected in November 2024. The Plan will then be adopted in December 2024 and used to determine development up until 2041 by which time a new review will be required. The only site allocated in the SWDPR for Tibberton is the proposal for 26 houses on 1.47ha of Plough Meadow adjacent to Evelench Lane. Appeal by Mactaggart and Mickel

In dismissing the outline application for up to 100 houses on Plough Meadow the Inspector decided that the proposed development would cause permanent and irreversible change due to its scale, location in the open countryside next to Tibberton, the character of the village and because there is a lack of sufficient infrastructure to support the scale of the development proposed. He concluded that the houses could be built in another location where better infrastructure is available to support it and where it does not harm the size or character of the settlement.

CALC REPORT

The speakers at the September Wychavon Area CALC meeting were Sarah Wilkins, Director of Education at Worcestershire County Council and Cllr Tracey Onslow, WCC Cabinet Member. The change to a two-tier system of education provision was agreed for the Pershore area by the Regional Schools Commissioner in 2019. This has led to uncertainty and sustainability issues across the area. It is however expected that the Pershore pyramid will convert to the two-tier system by September 2017. The Evesham and Droitwich pyramids are likely to remain as 3 tier. I raised the question of the lack of capacity in the Droitwich pyramid. Additional funding was being sought to provide more capacity. It was also recognised that appropriate transport should be funded.

CANAL & RIVER TRUST REPORT More work has been done by CRT staff and volunteers in Tibberton Community Orchard. The grass has been strimmed around the trees and in order to form walkways. Benches and sculptures have been installed and an open day was held on 23rd September.

d. To receive the report from the Police / Community Support Officer

Apologies were received as no representative was available to attend this meeting.

- e. **To receive a report or update from any community representative.**
 - o **Rob Grimer, Parish Footpaths Officer** was unable to attend.
 - o **Rich Minor, Neighbourhood Watch Co-ordinator.** was unable to attend.
 - o **Margaret Rowley, SpeedWatch.** No report available for this meeting.

6. **To confirm the accuracy of the minutes** of the council meeting held 2nd August 2023.

AGREED The minutes of the meeting held 02/08/2023 were confirmed an accurate record of proceedings and they were signed by the Chairman.

7. **to receive the minutes of the Strategy and Finance Committee held on 2nd August 2023 - Received.**



Agenda Item 7
Minutes-Strategy-and

8. **To approve the recommendations from the Strategy and Finance Committee held on 2nd August requiring Council's approval:**

- a) Annual Governance and accountability statement to be completed by week ending 25/09/23. Robbie Hazelhurst & Rachel Hinton-Jones to action this-**AGREED**
- b) Application to the Wychavon Rural fund £25k funding. Currently in consideration, result expected by the end of September 2023. Match funding originally proposed of £7.5k, which now requires an increase to £8.1k - **AGREED**

9. **PLANNING**

- a) To comment on any planning application consultations notified by the Planning Authority and note any updates to the appeal and the appeal process for the proposed development of land off Evelench Lane. WDC application ref [W/22/01565/OUT](#), appeal ref [APP/H1840/W/23/3320041](#) (**Agenda item 9.1 & 9.2**)

- b) To comment on new consultations, as follows: Cllr Helen savage confirmed that Moat farm no concerns or impact on the village.

Date notified	Application Number	Location	Proposal
12/09/2023	W/23/01740/HP	Moat Farm, Moor End, Tibberton, Droitwich Spa, WR9 7NS	Conversion of outbuilding to ancillary residential use; replacement windows; internal alterations including a new staircase and partition walls.
22/08/2023	W/23/01549/RM	Land Off, Pershore Lane, Tibberton	Reserved Matters Application following Outline Permission 21/01429/OU relating to the scale, layout, internal access, and external appearance and landscape for 2 no. E(g)(i)/B2/B8 buildings, a fuel island, vehicle wash and substation; earthworks, plot and structural landscape works, drainage; internal access roads, car parking, utilities, and plant infrastructure

10. **Updates to previous Parish Council business.**

- a) Green space @ Hawthorne Rise. Meeting to be set up with Wychavon District Council to review the use of the Open Space prior to the next meeting of the Council.
- b) Lengthsman priorities of works (**Attached agenda item 10B**)

- c) Training arrangements for whole Council 11th Oct 23 Training 5Ps (Purpose, people, place, powers, and planning) & 8th Nov 23 Training 3Ms, (Management, meetings, and money) Training provider Gill Lungley
 - d) Audit on weak bridge signage, to agree future signage to be jointly undertaken with Worcestershire Highways - Sept/Oct 223
 - e) 1st Neighbourhood Plan meeting scheduled for 9th October @ 7pm.
11. **Finance:**
- a) To note the latest bank reconciliation (**Attached agenda item 11A**)
 - b) The next Strategy & Finance meeting is on 12th October 2023
 - c) To approve the payments schedule (**Attached agenda Item 11C**)
12. **Committees:**
- a) To start preparation of the 2024/25 budget, and beyond
 - b) To update following the Communications and PR committee meeting on 27/07/2023, regarding the appointment of a volunteer co-ordinator and issue of village newsletter. Tibby Times will be issued quarterly Next focus on History of the village and local walks. Notice Boards to be revamped by volunteers.
13. **Tibberton Village Hall (New)** To receive any update on:
- a) Progress with the Lease. Lease now in final draft, awaiting signatories.
 - b) Matters outstanding. Furnishing and final tweaks in progress. Grant will support on-going few months until income received to hire the hall. Coffee mornings etc... Hire charges being ratified around what's included and then will be published on the website.
14. **Items for decision or further consideration**
- a) To review litter bin provision in Tibberton village. Not enough dog waste bins.
 - b) To consider the speed limit to be reduced to 20mph. **Note:** A meeting has been set up with Cllr Marc Baylis and representatives from Worcestershire Highways to review speed limits in the village
 - c) School Transport – Representatives from Worcestershire County Council including Cllr Marc Baylis to be invited to the October meeting of the Council.
15. **Members to put forward items for discussion at future meetings.**
- a) Canal Rivers Trust to look into towpaths being accessible for wheelchair users
 - b) When meeting with highways to discuss the opportunity for chevrons on both sides of the hill, could this be a potential.
 - c) Old turnpike road is now signed as Crowle Road; confirmation is this correct?
16. **Date and time of next meeting – Thursday 19th October 2023 @7:30pm**
17. **Programme of Committee and Working Groups-**
In progress to be shared at the next Parish Council Meeting

This meeting ended at 9.05pm.

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Signed as a true and accurate record by the Chair

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Date

TPC Bank Reconciliation to 31/08/23		
Opening bank balances 30/07/23	£125,306 .00	+
Unity Trust Bank £118,996.00		
Cambridge Building Society £6,310.00		
Add receipts		+
Less payments 01/08/23 to 31/08/23	£1272.33	-
Cashbook balance as at 31/08/2023	(A)	£ 124,033.77
Bank balances as at 31/08/2023		
Unity Trust Bank	£117,723.77	
Cambridge Building Society	£6,310.00	
Total held in bank, as at 31/08/2023	(B)	£ 124,033.77
Reconciliation balance should be nil. A-B = £0.00 = balance.		

Agenda Item 11C

Payment sheet 22nd August 2023

Invoices for payment approved at meeting held 20 th July 2023					
Voucher no.	Invoice ref	Payee	Reason for payment	Gross amount	VAT reclaimable
V23	KI-166E66CO-0028	E-ON Next	New hall energy, June 23	170.11	8.10
V24	23/24-GML8	G Lungley	Admin support, June 23	626.10	0.00
Invoices now awaiting payment for work carried out since 20 th July 2023					
V25	Inv-0475	Plumb Performance	External tap to village hall	295.00	0.00
V26	KI-166E66CO-0029	E-ON Next	New hall energy, June 23	181.02	8.62

Date	Payee	UTB Transaction reference no.
22/08/2023	E-ON	414890199
22/08/2023	G Lungley	979962666
22/08/2023	Plumb Performance	378442167
22/08/2023	E-ON	886508638

UTB administrator, Gill Lungley

Council signatory:.....

Council signatory:.....

Payment sheet 20th September 2023

Invoices for payment to be approved at meeting held 25 th September 2023					
Voucher no.	Invoice ref	Payee	Reason for payment	Gross amount	VAT reclaimable
Invoices now awaiting payment for work carried out since 22 nd August 2023					
V27	KI-166E66CO-0030	E-ON Next	New hall energy, August 23	191.08	9.10
V28	Eld0332876	Wychavon DC	Parish re-charge for proportion of costs of May 23 elections	1099.30	0
V29	#3000	Netwise	Hosting 07/09/23 to 06/09/24 & domain name 07/09/23 to 06/09/24	468.00	78.00
V30	INV-5111	Ocean Blue	Tibby Times Summer 23' A4 8pp Stitched booklet	226.00	0
V31	PE 25/08/23	Jeremy Moore	Worksheet period ending 25/08/23	256.00	
V32	SB20230998	PKF Littlejohn LLP	Limited assurance review of Annual Governance & Accountability Return for year ended 31 March 2023	252.00	42.00
V33	24/042-GML8	G Lungley	Council training: Whistle Stop Tour for Councillors	£122.50	
V34	24/043-GML8	G Lungley	Support to Tibberton Parish Council providing administration support in absence of Clerk (July) and during handover period (August). Tools purchased	£1,598.87	

Date	Payee	UTB Transaction reference no.

<p>UTB administrator, Gill Lungley</p> <p>Council signatory:.....</p> <p>Council signatory:.....</p>		

Payment sheet 25th September 2023

Invoices for payment to be approved at meeting held 25th September 2023					
Voucher no.	Invoice ref	Payee	Reason for payment	Gross amount	VAT reclaimable
Invoices now awaiting payment for work carried out since 22nd August 2023					
V35	19689	Home Farm Nurseries(pinvin) LTD	PO 23/24-01 Clerance, planting and turfing new village hall	12,450.38	2,075.06