

## TIBBERTON PARISH COUNCIL

### MINUTES OF MEETING HELD MONDAY 19<sup>th</sup> OCTOBER 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  
Cllr Margaret Rowley

**Council Members absent:** None.

**In attendance:**

Rachel Hinton-Jones Clerk and Responsible Finance Officer (RFO)  
Rich Minor Neighbourhood Watch Officer  
Fifteen members of the public.

1. **Chair's Welcome**

The Chair opened the meeting and reported that it was his intention to formally sign the Lease for the New Village Hall. The lease was signed as deed on behalf of Tibberton Parish Council by Councillors, Robbie Hazlehurst, Chair and Sarah Harfield, Vice Chair and witnessed by Richard Minor.

2. **Apologies.** No apologies received.

3. **Declarations of interest.**

None.

4. **Written requests for dispensation.**

No requests for dispensation have been received.

5. **Public forum.**

1. To receive an update on the Smart Water property marking programme progress (recommendation from the S & F Committee).

It was reported that a meeting with the Police and Wychavon's Community Safety team was taking place on 26<sup>th</sup> October 2023, to confirm the roll out process. Rich Minor shared how the registration process would be undertaken to support and encourage as many residents as possible to register their kits. All the kits have been funded by Tibberton Parish Council (166 kits) with the support of the West Mercia Police Commissioner (56 kits).

As a result there will be no cost to residents for the kits

2. An opportunity for parish residents to raise matters of interest or concern Members of the public commented as follows:

1. about the speed in the Village. Contact has been made with Vicky@ West Concerns Mercia Police but to date there has been no response. A meeting is scheduled with Marc Bayliss and his colleagues to discuss speed limits and what further action can be undertaken.

2. Open space by Hawthorn rise which has been adopted by Wychavon Council. It was asked if the grit boxes were going to be changed from green to yellow. This will be picked up with

- Wychavon Council.
3. The path under the railway bridge is really overgrown. Are there plans to address this. This will be reported back to the Footpath Officer & Lengthsman for their comments.
  4. Although Taylor Wimpey has been out, there appears to be a lack of attention to speed up works. The schedule of works was due October/November. Matter to be followed up with Taylor Wimpey

**3. To receive a report or update from any community representatives.**

- a. District Council update by Cllr Margaret Rowley
  - Upgrade grant available to support poor insulation. Free help is also available from Act on Energy. Further details will be published within the Winter edition of the Tibby Times
  - Worcester Parkway new town settlement of 10k houses planned near the railway station. A second viewing of the proposed plans will be available to view at Drakes Broughton Village Hall at the start of November 2023. Further details will be published on the Tibberton Website under the news items.
- b. Canal & River Trust update by Cllr Margaret Rowley
  - Community Orchard is now managed by the Canal & river Trust. Lots of work is undertaken to tidy up the orchard. The suggestion of an archway has been made for the entrance to the orchard. The picture/proposal shared would result in a cost of around £10k for which the Canal & River Trust are seeking support and contributions to proceed with it. The Parish Council will explore options for other grants that may be available to support the initiative, including the next round of the Rural Grant funding. This will be discussed as part of the Budget setting meeting in December. A competition for the production of more scarecrows to increase the amount currently in place in the orchard to be considered by the Events Group and included in the next Tibby Times newsletter.
- c. Neighbourhood Watch update by Rich Minor
  - Neighbourhood Watch members has now reached 100 members. The Police are really impressed with the volume of residents we have signed up.. The signage acts as a good deterrent to reduce crime further. There is signage available to place on wheelie bins available from Rich Minor.
  - Please spread the word with Neighbours to encourage both SmartWater registration and joining Neighbourhood watch.
- d. Speed Watch update by Cllr Margaret Rowley
  - Sept recorded an average of 27 vehicles per hour driving through the village. Speed has reduced slightly. Police & Crime commissioner due to visit the village this month. Speed watch would welcome more volunteers to join the Team, please register your interest with Cllr Margaret Rowley
- e. Public Rights Of way - Public Rights of Way Lengthsman Scheme (appendix A p6)
  - Worcestershire County Council conducted a trial, broadening the scope of the Parish Lengthsman Scheme to include elements of maintenance work on the Public Rights of Way network. The decision has been made to continue with this. There will further discussion on what this means at the meeting taking place tomorrow, 20<sup>th</sup> October 2023
  - County Council- a proposal to introduce Prohibition of Waiting At Any Time> Restrictions at various intervals on both sides of Plough Road, Tibberton. Comments to be received by 1st November 2023
  - Cllr Trevor Knight updated on the plan proposed, opposite the school and Bus Stop, not Hawthorne Rise. Other options being explored to support parking at school times. The use of the layby at Hillside will need to be reviewed again by Worcestershire Highways. To look at creative solutions going forward.



6. **To confirm the accuracy of the minutes** of the Council meeting held 25th September 2023, to then be signed as a true record by the Chair (Appendix B p7 - 14).  
**Two amendments to be made to minute Items:** 5B-4 & 5B-6 around accuracy of wording.
7. **To receive the minutes of the Strategy and Finance Committee held on 12th October 2023 (Attached p15-25) - Received.**
8. **To approve the recommendations from the Strategy and Finance Committee held on 12th October 2023 requiring Council's approval.**
- a) Proposed to increase the values for payments under contracts for building or other construction works, stores and equipment within the policy:  
**TIBBERTON PARISH COUNCIL FINANCIAL REGULATIONS.**  
**Date adopted June 2023 – AGREED**

Tibberton PC



Financial Regulations

9. **PLANNING**

- a) No planning updates this month. There are 2 new planning applications under review with the Strategic Planning Group PC, who will meet and respond on behalf of Tibberton Parish Council.

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

- a) Lengthsman priorities of works (**Attached p26-27**) To amend item 6 on worksheet to Court End Villa.
- b) Training continues the next training is scheduled for the whole Council on 8<sup>th</sup> Nov 23 Training 3Ms, (Management, meetings, and money) Training provider Gill Lungley
- c) Audit on weak bridge signage. Meeting schedule for 20/10/23 with Worcestershire Highways.
- d) 1<sup>st</sup> Neighbourhood Plan meeting taken place on 9<sup>th</sup> October @ 7pm. The next meeting will be held on Monday 13<sup>th</sup> November 2023. This working group will look at populating a questionnaire on the agreement of future Neighbourhood Plan. Considering the appointment of a consultant to support and progress the Neighbourhood plan. Crowle has kindly provided us with a lot of information and timescales.
- e) To agree Tibberton Boundary following the Neighbourhood Planning meeting 09/10/23 –

**AGREED**



Agenda item 5C

a.pdf

11. **Finance:**

- a) To note the latest bank reconciliation (appendix C p28)  
The Cambridge Building Society account is in the process of being closed. The balance of this account, £6300. was donated by the Tibberton Singers, and that we release these funds to the New Village Hall to support a sound system -**Agreed**
- b) The next Strategy & Finance meeting is on 9th November 2023

12. **Committees:**

- a) To start preparation of the 2024/25 budget, and beyond. Budget setting meeting arranged for 4<sup>th</sup> December 2023.
- b) To update following the Communications and PR committee meeting on 13/09/23. Minutes attached (Attached agenda item 12B). Smart Water roll out to be included in the winter edition of Tibby Times. Currently considering

- options for a village map.
- c) The next Parish Council meeting on 16<sup>th</sup> November 2023 will be held at the New Village Hall

d) **Tibberton Village Hall (New)** Signed lease will be in effect from 1<sup>st</sup> November 2023.

- Matters outstanding:  
Impact on postal address, still awaiting post code confirmation. Furnishing and final tweaks in progress. Rural Fund Grant has now been approved. Open morning taking place on Saturday 28<sup>th</sup> October 2023, 10:30am to 1pm, and a grand opening taking place early next year, 2024.
- A big thank you to everyone for all the help with the New Village Hall.
- A member of the public asked if the lease will be in the public domain to view. Further advice will be asked of the solicitors if this can be published on the website.
- Another defibrillator has been applied for, for the new Village Hall, to be positioned at the New Village Hall.
- The Chair, Cllr Robbie Hazlehurst thanked everyone for their support.

**13. Items for decision or further consideration**

- a) To review Tree Warden Scheme. Become a Tree Warden - Tree Council Volunteer Tree Wardens (appendix D p12) the Parish Council endorsed this scheme. Volunteers to be sourced and it was noted that further grants are available for this scheme.
- b) School Transport – Representatives from Worcestershire County Council including Cllr Marc Baylis to be invited to the next meeting or a future meeting of the Council.
- c) Civility and Respect Pledge NALC (Attached agenda item 14C) adopted and **AGREED**



Tibberton PC Financial Regulations

**14. Parish Hall Conversion to Community Hub and Shop**

- a) To support the conversion a grant is available from Wychavon District Council of £95k. There was a question of a time limit and how this grant is accessed. We can now engage with the Charity Commission. Regular updates will be provided by the Parish Hall Committee /Shop Group

It was agreed that this item will be a recurrent item on the agenda.

**15. Members to put forward items for discussion at future meetings.**

- a) Canal Rivers Trust to look into towpaths being accessible for wheelchair users

**16. Date and time of next meeting** – Thursday 16<sup>th</sup> November 2023 @7:30pm at the New Village Hall

**17. Programme of Committee and Working Groups for November 2023 (appendix E p29)**

This meeting ended at 8:43pm.

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Signed as a true and accurate record by the Chair

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Date

