

The Minutes of Abberley Parish Council  
Held at Abberley Village Hall Committee Meeting Room at 7.30pm on Wednesday 17 April 2019

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Present: Cllr C Knight (Chairman), Cllr A Jukes, Cllr. G Crompton, Cllr T Eden, Cllr J Gibson, Cllr K Andrew, Cllr T Nott, Cllr R Goodman.

In Attendance: District Cllr P Cumming, County Cllr. K. Pollock Clerk (Carole Hirst).

- |      |                                |   |
|------|--------------------------------|---|
| Item |                                |   |
| 151  | Apologies                      | None  |
| 152  | Declarations of Interest       | Cllr. Andrew Item 160-F non-pecuniary interest (Trustee of Geopark)   |
| 153  | Democratic Period/ Public Time | No Parishioners were in attendance.   |
| 154  | Minutes                        | Proposed Cllr. Knight and Seconded by Cllr. Eden and all agreed to adopt the minutes of the meeting held on the 20 <sup>th</sup> March 2019. The Chairman duly signed them as a true record.  |
| 155  | Matters Arising                | <p><b>1.Pollution in Suffolk Lane and main village area update-</b> E.A. responds to incidents on a risk-based approach and have to factor resource implications against environmental impact. Currently, there are limited resources available to fully investigate the potential misconnections in the village, and the last time Chris Clare was in the area, the environmental impact was localised and diluted from other flows entering the brook. He is working with E.A. management to secure resource to potentially undertake visits out of normal work hours (i.e. evenings / weekends) in the hope that most properties would be occupied during these times - He will update the Parish Council when he knows more with regards to these visits.</p> <p>E.A. request that if anyone continues to notice issues in the brook in the meantime, or that at particular times it is worse than others, to inform them (E.A.) via their free 24/7 incident hotline - 0800 80 70 60 quoting the reference 1641305 when doing this. They will ensure that a history of calls is maintained. <i>Action: The Clerk to ask C. Eberlin to monitor and report to the clerk. Clerk to pass the above information to the 2 affected parties on Suffolk Lane and report back to the May AGM Parish Council any update.</i></p> <p><b>2. Leak emanating from land around Jaylands and the Cottage Abberley.</b> Severn Trent and WCC Highways have been out to investigate and WCC Highways now confirm that the leak is on County land. The latest update from WCC is that Severn Trent have been requested to carry out an Investigation. They have since been informed that it is Highways land of which their assets are placed. The Parish Council is awaiting a further update. Cllr. Pollock agreed to follow this up.</p> <p><b>3.Clows Top Rd, a tree had fallen onto an iron fence which was presenting a hazard and danger on the footpath and road users to the Clows Top Rd.</b> Cllr. Damaged crash barrier reported to WCC Highways and has now been passed to their Barriers Team.</p> <p><b>4.MHDC Joint Community Safety Service</b> - free property security marking events across Malvern Hills and Wychavon. It was proposed that a date of the 14<sup>th</sup> September be communicated to Ning Kedwards from the Neighbourhood Watch for her to speak to the NW Co-ordinator. Abberley Parish Council to host the event on the village hall car park. Clerk to ask Ning Kedwards if the event could be communicated and promoted through the Neighbourhood Watch.</p> <p><b>5.Great British Spring Clean</b> - Clerk checked out the Parish Council's Insurance to ascertain that the Parish Council would be covered to stage such an event. The Parish Council insurance is covered up to £10,000,000 for Public Liability. The Clerk to contact MHDC to ascertain some dates that their equipment would be free to organise a community clean up. The W.I. are interested in being involved.</p> |

Chairman.....

Date.....

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**6.Hester Severne Trust** - Parish Council Trustee vacancy- No update reported.

**7.Two Neighbourhood Watch signs** now installed.

**8.A443 Action Group** to go ahead and arrange a meeting with the MP Harriett Baldwin to discuss the unsuccessful traffic speed reduction campaign and would like a representative from Abberley Parish Council to attend to represent Abberley Parish at the meeting. Cllr. Crompton now retiring from the Parish Council offered to become the Community Representative of the A443 Action Group and Cllr. Goodman offered to become reserve. Cllr. Crompton was asked to report back to monthly Parish Council meetings any update.

**9. Abberley road sign** on the Great Witley to Abberley Road coming into Abberley.  
Action: *Clerk to report to WCC Highways.*

156 Reports (District  
and Council  
Councillors)

Cllr. Cummings reported that everything was quiet at MHDC whilst elections were being prepared for and purdah.

Cllr. Pollock

**Local Issues.**

I am very aware of the concern about speeding on the A443. There is no problem with an Abberley councillor or community representative joining this informal group to discuss possible measures to make the road safer.

I hope the accident record within Abberley and adjacent villages demonstrates that the roads are actually quite safe, even if driving seems dangerous or reckless at times. That said, there was a fatality in Clows Top recently where the lack of signage and the correct clear white lines on the road were a contributory factor. Those problems have been corrected and I would be very keen to hear of any such deficiencies observed by Abberley residents.

Shutting the stable door in such cases may be valuable, but, at Clows Top, there was a death and the motorist went to jail. It would be better to avoid both outcomes.

**County Issues.**

Let me just reiterate that the dualling of the causeway between the Ketch and Powick roundabouts is proceeding on schedule. It will cost about £62 million, about a third of the cost of the projected Northern Link to the north west of Worcester – which might just be the reason why we do not plan to go ahead with that in the near future.

We hope the expansion of capacity at J6 of the M5, being undertaken by Highways England, will ease some of the common congestion at that point, particularly for those trying to leave the A449. It is, however, regrettable that unexpectedly poor soil conditions have delayed its completion until the autumn.

157 **Progress reports  
from  
Councillors/  
Neighbourhood  
Plan Working  
Group  
Community  
Event/Working  
Group.**

Cllr K Andrew reported the NDWG have received permission from Locality to re-arrange the order in which the work packages are to be undertaken and use the grant money already allocated to stage 3 to move to stage 2. The detailed quote from the NDWG consultant was accepted and all invoices presented to date have been paid, leaving some £300 of the 2018/19 contingency within the grant awarded so far. DN has been commissioned to proceed with stage 2 and will give a report to the May meeting. Once the current grant has been spent, we will need to apply for further funds to complete stage 3 and the rest of the process.

The NDWG are currently in the process of digesting and commenting on the Housing Needs Assessment (HNA) report supplied by Aecom.

A different team from Aecom visited Abberley on 17<sup>th</sup> April to look at existing housing design in the area, get a feel for the NP area and offer examples of good and poor

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design from neighbouring developments as the first stage of their work on the design guidance.

The NDWG have booked the village hall for a drop-in consultation event on 28<sup>th</sup> June from 7-9pm and sent a notice to the Parish Magazine editor.

Lengthsman. Cllr. Nott gave a verbal update on the Lengthsman duties over the past month. He commented that everything was going well and in order. Cllr. Nott asked him to investigate and/or tidy grass verges and footpaths where Highways' vehicles had caused damage when resurfacing Suffolk Lane. Cllr. Nott raised this issue with County Cllr. Pollock who agreed to take this up with WCC Highways. Action: Cllr. Pollock to raise the issue with WCC Highways and to get someone to report back to the Parish Council.

Footpaths Officer Update. Cllr. Gibson gave a verbal update as Footpaths Officer. He reported that because of the likelihood of danger to the public as a result of a dangerous bridge, no person shall proceed along Footpaths AY-584, Abberley and SK-514, Shelsley Kings for the entire length for a maximum of 21 days (unless further provision is made for its continuance). It is anticipated that it will remain in force for 21 days.

158

Planning

19/00406/FUL- Town Croft, The Village, Abberley, Worcester, WR6 6BN- Erection of two agricultural workers cottages - Removal of Condition 1) to remove the agricultural occupancy on 1no dwelling Town Croft. **CONSULTATION RESPONSE SENT.**  
19/00222/AGR- Netherton Farm, Abberley- Agricultural notification for a replacement agricultural building to store straw and agricultural equipment. **CONSULTATION RESPONSE SENT.**

159 Highways

12<sup>th</sup> April - Notice of closure of Footpaths AY-584, Abberley and SK-514, Shelsley Kings, Worcestershire as an Emergency Measure. See Minute reference 157 above (Footpaths Officer update). Cllr. Pollock commented for the Clerk that Highways Liaison Officer Hannah Davies was a useful contact.

160 Finance

**Finance**

a)

**Payments list 17th April 2019**

In2Out C Bunn Lengthsman	£240.00
BHIB Insurance renewal	£336.97
Carole Hirst Salary March 19	£295.13
HMRC Payment March 2019	£74.00
C Hirst Clerk Expenses March 20th to 17th April 19	£39.16
WorcsCALC	£10.00
James Lungley- Parish Council Websites	£140.70
Wyre Piddle PC shared Ink for Laser printer	£ 6.95
<b>TOTAL PAYMENTS</b>	<b>£1142.91</b>

**Receipts not previously reported £ 198.00 WCC- Lengthsman reclaim.**

Cllr. Knight Proposed that all payments be made. Seconded by Cllr. Eden. All in favour.

**b) Formal Bank Reconciliation to 31<sup>st</sup> March 2019.** Noted with total Reserves of £25,161.08 with unallocated reserves of £7,657.70. The Clerk reported that the

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accounts had been closed off at 31<sup>st</sup> March 2019 and reconciled, the Annual Governance and Accountability Return for 2018/19 Part 2 completed and that everything was now with the Internal Auditor who would commence auditing for 2018/19. **Noted.**

**c) AGAR 2018/19 Part 2 Certificate of Exemption** was approved by Abberley Parish Council and Abberley Parish Council declared themselves as an "Exempt Authority". Cllr. Knight Proposed and Cllr. Eden Seconded that the Certificate and Declaration of Exemption be approved. All in favour.

**d) Management of the 2019/20 budgeted Neighbourhood Development Plan Contingency Budget.** The Clerk requested clarification of how the 2019/20 Contingency Budget for NDP should be managed. Cllr. Knight commented that Contingency funding was used to manage the time of David Nicholson (DN) at meetings and that at the last NDP meeting it was Minuted that the Clerk and Ning Kedwards monitor the hours and budget used within the 2018/19 Contingency for DN's time. The Clerk suggested that DN be asked to submit written update reports to each NHDP meeting which should mean that he is not required to attend the meeting. Should questions arise then these should be dealt with by email by Kate Andrew (Chair) of NHDP Working Group. This should preserve the 2019/20 NDP Contingency. The 2019/20 Contingency would be called upon if required to be used and decided by Finance Committee should this be required for release. Cllr. Andrew expressed concerns regarding the non-attendance of DN at meetings and reported that there was still around £300 left in the 2018/19 budget which could support this. Once the 2018/19 contingency budget is spent if further costs were likely to be incurred by the NDPWG then Cllr. Andrew would make a request to the Finance Committee for the approval of further costs. Cllr. Eden Proposed and Cllr. Nott Seconded that the 2019/20 NDP Contingency Budget be called down if required by Cllr. Andrew through the Finance Committee. All in Favour.

**e) Abberley Parish September Event to resolve and approve how the finances will be accounted.** Cllr. Gibson reported that the event would be a "Shindig" type event (not to be confused with the company Shindig/Live and Local). The event would now be an evening event only. The village Hall would be booked from 6pm and the dance commence at 8pm. A side event would take place with local groups to attract new members/groups set up in the village hall meeting room. The deposit for the booking of the band (£200) would be paid by the Parish Council through the Clerk. The event is hoping to attract 100 to 150 ticket sales at between £10 to £15 per ticket depending on the cost of booking the band. Any profits from the event would be kept by the Parish Council, held in "Allocated Reserves" for a future event to be planned for 2020. If it looks likely that the event would be unprofitable then it would be cancelled. Cllr. Andrew Proposed and Cllr. Nott Seconded that this be approved. All in favour.

**f) Purchase of an Interpretation Panel for Geopark.** A proposal was outlined to purchase an Interpretation Panel for Geopark which was likely to cost between £600 and £700. The Interpretation Panel will interpret the geology of Abberley Hill and the view from the top of the hill looking south west. Discussions took place as to whether the Parish Council had the reserves to purchase this and it was proposed that this be discussed at a forthcoming Finance Meeting. It was Proposed by Cllr. Gibson and Seconded by Cllr. Goodman that in Principle the Parish Council approves the idea of purchasing an Interpretation Panel with the budget for this being discussed at a planned Finance meeting. Action: Clerk to schedule a Finance Meeting to discuss this and other matters. Cllr. Andrew to define the Interpretation Panel and obtain further quotes to submit to the Finance Committee/Parish Council.

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- 161 Correspondence A letter from Abberley Village Hall was received reporting increases in hire charges from 1<sup>st</sup> May 2019 by 25p per hour.
- 162 Councillors Reports and Items for Future Agenda Cllr. Knight raised a discussion regarding the organising of the Annual Parish Meeting on Wednesday 15<sup>th</sup> May 2019. A list of invited organisations who could produce a report or speak for no more than 3 minutes was discussed based on those delivering reports at the 2018 Annual Parish Meeting. Cllr. Andrew requested that Abberley Pre-School be added to the list of invited organisations. *Action: Clerk to make contact with the list of invited organisations asking if they are interested in taking part.* Cllr. Knight asked for it to be Minuted that as it was Cllr. Godfrey Crompton's last meeting before the new Abberley Parish Council term and he had not stood for re-election, the Parish Council would like to thank Godfrey for his hard work during his term with the Parish Council. All Councillors concurred this comment.
- 163 Date of next meeting The next meeting will be Abberley Annual Parish Meeting followed by the Annual General Meeting of the Parish Council scheduled for **Wednesday 15<sup>th</sup> May 2019** in the Main Hall of the Village Hall with the Annual Parish Meeting commencing at 7pm. Refreshments will be available whilst everyone arrives.
- 164 Exempt Items **To consider the exclusion of the public and press in the public interest for consideration of the following items:**  
Personnel issues:  
A report was presented to the Parish Council from the Finance Committee regarding the Clerk's workload and that since she began her employment based on 6 Parish Council meetings per year the Parish Council had agreed to revert back to 10 Parish Council meetings per year. The Finance Committee proposed to increase the Clerk hours to 10 hours per week. Cllr. Andrew Proposed and Cllr. Eden Seconded that the Clerk hours be increased to 10 hours per week. All in favour.

The meeting closed at 9.14 p.m.

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