

POWICK PARISH COUNCIL

Minutes of the meeting of the Parish Council held Wednesday 1st May 2024

At 7.30pm at Powick Pavilion, Hospital Lane.

PRESENT: Cllr A. Lamb (Chairman), C. Phillips (V/Chairman), M. Huckfield, J. Foy, R. Willetts, S. Underwood, S. Mealings, S. Williams, F. Williams, J Stanton, B Bowser (Clerk)

Also present: Colin Phillips

23.131 Election of Chairman: Proposed Cllr Mealings, seconded Cllr Huckfield, that Cllr Lamb be re-elected as Chairman. All agreed.

23.132 Apologies: None

23.133 Councillor Resignations / Co-options: None.

23.134 Election of Vice Chairman: Proposed Cllr Lamb, seconded Cllr F. Williams, that Cllr Huckfield be elected as Vice Chairman. All agreed.

23.135 Declarations of Interest and Applications for Councillor Dispensations: None.

DEMOCRATIC PUBLIC TIME: No public attended.

ITEM:	MINUTE RECORDED:	ACTION AGREED:
23.136	<p>Approval of the minutes and planning report of meetings held 3rd April 2024 – minutes were proposed by Cllr Huckfield, seconded Cllr F. Williams. All agreed.</p> <p>Matters arising – None</p>	
23.137	<p>District & County Councillor Reports: as circulated by email and will be uploaded to the website.</p>	
23.138	<p>Highways Matters: Lengthsman – it is requested that the lengthsman produce regular detailed timesheets to enable the updating of the new digitised lengthsman process. Schedule of works to be created to lengthsman to work to. VAS machines require a rota for regular rotation</p> <p>Other matters – Cllr Stanton raised the possibility of ‘No Mow May’ as done last</p>	<p>The clerk will create a schedule of works for the lengthsman to work to and request they send a monthly breakdown of works completed. The clerk will include VAS rotation within this schedule.</p>

	<p>year. Cllr F. Williams suggested that we don't do it this year while we are finalising all other lengthsman duties and systems as it does require extra work at the end of the summer season, which wasn't done last year.</p> <p>Parish Paths Warden – Cllr S. Williams reported that a tree has been removed from a footpath at the back of the church. The works on the footbridge at the bottom of Cow Lane is complete.</p>	
23.139	<p>Financial & Governance Matters: Payments and receipts schedule as circulated – proposed Cllr Huckfield, seconded Cllr F. Williams. All agreed.</p> <p>Councillor recruitment remains ongoing.</p>	Clerk to pay as agreed.
23.140	<p>Strategic Planning Matters: SWDPR – Cllr Huckfield reported that there is still no further update on the delayed plan.</p> <p>Neighbourhood Development Planning – Cllr Huckfield reported that there is a meeting with AECOM in May where the parish will be looked at in more detail to understand what is appropriate housing for the area. Currently, no financing is available to progress work. Awaiting confirmation of government funding but this can often take a long time. It was suggested that the Parish Council could help with costs in the interim if required. Funding options will be exhausted before this is formally requested. The consultant has a draft plan and is awaiting further instruction.</p>	<p>Cllr Huckfield to report on SWDPR as required.</p> <p>Cllr Huckfield to continue to progress the NDP.</p>
23.141	<p>PACE: Cllr Underwood reported we had a PACE meeting on 9th April. The film night on climate change is being promoted and will take place on 11th May. The event will be introduced by PACE and PACE will have a table at the event where they will be trying to actively recruit new members. It was recommended that S. Underwood contact Hereford and Worcester Radio to further promote the event. Cllr Mealings has</p>	

	<p>a contact of local resident who works at the station who might be able to help.</p>	
<p>23.142</p>	<p>Playing Field Updates: Callow End – Cllr Underwood attended the meeting yesterday and reported that a small event is due to take place in May, organised by one of the football teams who play there. Larger funding options to improve the facilities were raised at the meeting, but with the current outgoing committee there is no appetite to take this forward, It is suggested that this be explored further when a new committee is in place next year</p> <p>Hospital Lane – Colin Phillips requested that the Parish Council tidy away tables and chairs after meetings. It is reported that the heating loop replacement will take place between 20-24th May and to be aware that there will be some of their equipment around the Pavilion whilst the works are in progress. The football teams will have finished by then so will not interfere with them.</p> <p>We are dealing with issues with the alarm. Various bookings have been made for the Pavilion for May. They need to be sent payment details and terms and conditions of use.</p> <p>Caretaker – Cllr Lamb met with the potential new Caretaker today to discuss the role and show him the building. He was given a job description to take away, read and come back with any feedback. The need for certain testing and reporting was raised. The clerk will investigate standard forms for;</p> <ul style="list-style-type: none"> - Legionnaires Disease - COSHH <p>There will also be some setup costs for the new caretaker, cleaning equipment etc. The Section 106 funding for improvements to the car park has been confirmed and the application received. It has been partially completed by the clerk and Cllr Lamb. Colin Phillips will now provide the required information on costings.</p> <p>Cllr Lamb reported that an Interim Management Committee for the Pavilion meeting was held last month. Items required to get the Pavilion ready for taking bookings were discussed and are in the process of being finalised.</p>	<p>Colin Phillips to continue to progress pavilion building matters.</p> <p>Colin Phillips will arrange to meet the Alarm system company.</p> <p>The Clerk will contact bookers and provide all necessary information to pay and conditions of use.</p> <p>Cllr Lamb to continue to progress Caretaker recruitment.</p> <p>The clerk will investigate templates of the necessary forms.</p> <p>Colin Phillips to provide the required costing information and the clerk to progress.</p>

	<p>It was confirmed that there will be a 'Grand Opening' event for the building to be held on 9th June.</p>	
23.143	<p>Councillor Reports & Items for Future Agendas: Cllr Underwood informed the council that he will be leaving at some point next year to go traveling. He will remain a member of the Parish Council until he leaves. All members of the Council wish him all the best on his adventure.</p> <p>Cllr Mealings raised the issue with flooding and erosion on Dark Lane still needs to be addressed with the residents. Cllr Mealings also reminded the Council of a question a local resident raised about using the Parish Noticeboard to promote their business. It was agreed that this was not an appropriate use of the Parish Noticeboard</p> <p>All councillors appear to be having difficulties accessing emails using webmail.</p> <p>Cllr Lamb requested contributions for the upcoming newsletter.</p>	<p>Cllr Lamb will provide the clerk with details to write to the residents.</p> <p>The clerk will write back to the resident to confirm.</p> <p>The clerk will contact the website/ email provider to resolve the issue.</p>
	<p>There being no further business the meeting closed at 9.10 pm</p>	