

POWICK PARISH COUNCIL

Minutes of the meeting of the Parish Council held Wednesday 4th June 2025

At 7.30pm at Powick Pavilion, Hospital Lane.

PRESENT: A. Lamb (Chair), M. Huckfield (Vice Chair), R. Willetts, F. Williams, S. Mealings, S. Williams, J. Foy, J. Stanton, K. Thomas

25.37 Apologies: None

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

DEMOCRATIC PUBLIC TIME: 5 members of the public attended.

Three members of the public attended the meeting. They were representatives of the Callow End Playing Fields Committee and provided an update on the current status of the committee.

It was confirmed that the current committee members will be stepping down. Despite their efforts to recruit new members, there has been little to no interest. One member of the public in attendance expressed a willingness to assist with maintenance tasks on the play equipment.

A parent associated with one of the football teams has agreed to manage the football pitch bookings; however, no further responsibilities have been taken on.

The outgoing committee has been working hard to complete outstanding maintenance tasks to ensure a smooth handover. The tennis courts have been tidied but now require re-marking. Some items of play equipment need immediate attention, as identified in the recent ROSPA report.

The charity overseeing the playing fields will be dissolved. There is currently £4,000 in the bank, with approximately £2,000 allocated for outstanding maintenance. The remaining funds will be handed over to the newly formed group.

A new committee group will need to be established to oversee the maintenance of the hedges, play equipment, and pavilion, as well as to organise fundraising events to support and improve the facilities.

It was suggested that parish councillors carry out a leaflet drop and stand outside the local school to engage with parents and encourage community involvement.

Two further members of the public, a father and son, attended to express interest in developing a bicycle pump track. They are happy to act as the main contacts and form a group to lead the project. There has already been significant local interest from parents and children. They will prepare a plan and costings and report back to the Parish Council with the proposed next steps.

ITEM:	MINUTE RECORDED:	ACTION AGREED:
25.38	Approval of the minutes and planning report of meetings held 7th May 2025 – Cllr J. Foy proposed minutes, seconded Cllr M. Huckfield. All agreed.	
25.39	District & County Councillor Reports: Nothing to report	
25.40	Highways Matters:	

	<p>a) Cllr. M. Huckfield will be meeting with Tanya Crake and the Lengthsman on Thursday 5th to review the current and potential locations for the Vehicle Activated Signs (VAS).</p> <p>b) A quotation has been received for replacement VAS batteries. As approved by the Finance Sub-Committee, the following batteries have been ordered:</p> <ul style="list-style-type: none"> GP12-14: £23.04 + VAT each – 4 units ordered (2 required, 2 as spares) GP12-34: £59.24 + VAT each – 6 units ordered (3 required, 3 as spares) <p>Total: £447.60 + VAT</p> <p>c) A copy of a Lengthsman work schedule has been circulated to councillors for review. Once reviewed, a meeting will be arranged with the Lengthsman to discuss the schedule, along with a revised VAS maintenance and installation plan.</p> <p>d) Cllr J. Foy, Cllr, K Thomas and Cllr S. Williams along with the clerk will form a working group to agree a new lengthsman schedule of works.</p>	
25.41	<p>Financial & Governance Matters: Payments and receipts schedule as circulated – proposed Cllr J. Foy, seconded J. Stanton. All agreed.</p> <p>Approve the End of year accounts (as circulated), and the Annual Governance and Accounting Statement. proposed Cllr J. Foy, seconded J. Stanton. All agreed</p>	Clerk to pay as agreed.
25.42	<p>Strategic Planning Matters: Neighbourhood Development Plan (NDP) The Neighbourhood Development Plan is ready to proceed to the 6-week public consultation phase. Two public meeting dates have been proposed:</p> <ul style="list-style-type: none"> Powick – The Pavilion, Hospital Lane, on 16th July Callow End – Venue proposed: The Church, on 23rd July <p>Fliers and marketing materials are to be prepared and distributed by the beginning of July to ensure adequate public notice and engagement.</p>	<p>Cllr Huckfield to confirm Callow End Meeting Venue.</p> <p>Clerk to confirm marketing material with DJ Planning.</p>
25.43	<p>PACE: Green Space at Powick School: Anna is working with Powick School on how PACE can support the school in utilising its green space effectively. Parish Noticeboards: Cllr Stanton now has all the necessary cleaning equipment and will carry out maintenance on the parish noticeboards. Website Management: The parish website has now been officially handed over from S. Underwood to the Clerk and Cllr J. Stanton.</p>	Cllr Stanton to carry out Noticeboard maintenance.

	<p>Village White Gates: Cllr Stanton requested an update on the installation of village white gates. Cllr Huckfield will follow this up. Once installed, PACE can begin organising the placement of planters.</p> <p>NDP Support: PACE will support Cllr Huckfield during the upcoming NDP public consultation meetings.</p> <p>Eco Governor – Callow End School: Cllr S. Mealings has confirmed she will find out whether Callow End School has an appointed Eco Governor.</p>	<p>Cllr Huckfield to chase White Gates.</p> <p>Cllr Mealings to investigate Eco Governor at school</p>
25.44	<p>Playing Field Updates:</p> <p>Callow End Playing Field Update given by committee members in the democratic public time.</p> <p>Hospital Lane Playing Field/ Pavilion Pump Track Update Update given by the two members of the public in the democratic public time.</p> <p>The clerk will complete the Community Legacy Grant application from MHDC for funding towards Pump Track and Petanque pitch.</p>	
25.45	<p>Councillor Reports & Items for Future Agendas:</p> <p>Cllr Huckfield Raised concerns regarding the proposed new location for the petting farm. She will send details to the Clerk to conduct a Land Registry search. Once the information is obtained, the matter can be referred to the Open Spaces Society to explore options for protecting the land.</p> <p>Cllr Williams</p> <ul style="list-style-type: none"> • Reported concerns about the use of green space at Winsmore, where a resident is reportedly carrying out vehicle mechanics. • Also noted an overgrown tree at a separate property that is obstructing a public right of way. • Additionally, another resident has placed a shipping container in one of the designated parking spaces. <p>Cllr Williams will report all of these issues to Platform Housing for further action.</p> <p>Cllr Mealings Reported that the old hedge at Callow End is very overgrown and may require maintenance.</p> <p>Cllr Williams Was asked by the Children’s Coordinator at the church to carry out a tree survey. This information is to be shared with the children as part of an educational activity.</p> <p>Cllr Lamb Advised that the church has approached him regarding a possible contribution towards a new electronic</p>	<p>Cllr Huckfield to send details to the clerk to conduct a land registry search.</p>

	winding device for the church clock. Cllr Lamb will investigate the request further.	
	There being no further business the meeting closed at 9:25pm Next Meeting 7:30pm Wednesday 2nd July 2025	