

POWICK PARISH COUNCIL

Minutes of the meeting of the Parish Council held Wednesday 2nd July 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. Stanton,

25.46 Apologies: J. Foy, K. Thomas

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

DEMOCRATIC PUBLIC TIME: 3 members of the public attended.

A resident from Callow End attended the meeting to raise concerns about dangerous parking in the village, particularly around the church and school. Councillors acknowledged the issue, and it was agreed that Cllr M. Huckfield would liaise with Tanya Crake from Worcestershire Highways to arrange a site meeting—focused especially on school drop-off and pick-up times—to discuss potential solutions.

Another Callow End resident attended the meeting following correspondence with the Clerk (which had been circulated to Councillors) regarding his interest in developing and maintaining the existing bike track at Callow End Playing Fields. The resident inquired about what support—financial and otherwise—the Parish Council could provide. Councillors confirmed that grants may be available and expressed a willingness to support the ongoing development, provided the resident takes a lead role in managing the project. The Clerk will introduce the resident to the newly formed committee overseeing the Callow End Playing Fields to facilitate further progress.

ITEM:	MINUTE RECORDED:	ACTION AGREED:
25.48	Approval of the minutes and planning report of meetings held 4th June 2025 – Cllr M Huckfield proposed minutes, seconded Cllr S. Williams. All agreed.	
25.49	District & County Councillor Reports: Reports circulated prior to the meeting and will be uploaded to the website.	
25.50	Highways Matters: Lengthsman a) Two new bins have been installed in Powick. However, a third bin located at a bus stop between the two appears to be in poor condition and may need replacing. b) Cllr M. Huckfield requested that all councillors take note of any overhanging branches or overgrown vegetation obscuring road signs within the parish. c) The Clerk was asked to revisit the rotation schedule for the Vehicle Activated Signs (VAS) and ensure this, along with other Lengthsman-related tasks, is kept up to date.	<p>The Clerk will bin and arrange installation.</p> <p>Councillors to report to the clerk.</p> <p>The Clerk will review and update the VAS rotation schedule and the Lengthsman's task list.</p>

	<p>Footpaths</p> <p>a) Cllr S. Williams reported that overgrown vegetation has been cleared along the following public footpaths:</p> <ul style="list-style-type: none"> • PW536 – Powick Sewage Treatment Works • PW538 – Pumping Station • PW549 – Footbridge on the Hams behind the church <p>b) It was also noted that a previously reported issue with an overhanging hedge at Windsmore has now been resolved.</p> <p>c) Cllr S. Williams further reported that a Public Right of Way (PROW) passing through the field at the site known as the 'petting farm' has been blocked.</p>	Cllr S. Williams to provide the Clerk with the footpath number so the obstruction can be formally reported.
25.51	<p>Financial & Governance Matters:</p> <p>Payments and receipts schedule as circulated – proposed Cllr J. Stanton, seconded M. Huckfield. All agreed.</p>	Clerk to pay as agreed.
25.52	<p>Strategic Planning Matters:</p> <p>Neighbourhood Development Plan (NDP)</p> <p>a) The Parish Council previously received and circulated a notice of withdrawal of government funding for Neighbourhood Development Plans (NDPs). This prompted a discussion regarding the Council's ability to fund the remaining stages necessary to complete the NDP.</p> <p>b) It is estimated that approximately £5,500 is still required to complete the process.</p> <p>c) Chair, Cllr A. Lamb proposed that the Finance Working Group meet to assess the Parish Council's current financial position and its capacity to provide the required funding.</p> <p>d) Cllr M. Huckfield agreed to contact David (the NDP consultant) to determine how much time remains to progress to the next stage without jeopardising the work already completed.</p> <p>e) Correspondence was also received from CALC regarding the withdrawal of NDP funding, encouraging Parish Councils to lobby the government and local MPs to reconsider the decision. Template correspondence was provided.</p>	<p>Finance Working Group to convene and review budget options.</p> <p>Cllr Huckfield to report back on the project timeline and any associated risks.</p> <p>Letter to express its concerns and request a reconsideration of the funding withdrawal to be sent.</p>
25.53	<p>PACE:</p> <p>a) Cllr J. Stanton confirmed that the scheduled Tuesday meeting was postponed due to several committee members being unable to attend. The intention is to reschedule and meet before the end of July.</p> <p>b) Cllr Stanton also noted that there is a small unallocated budget within PACE. He expressed</p>	

	<p>willingness to present a proposal to the PACE Committee to consider using this budget to support the Neighbourhood Development Plan (NDP) if required.</p> <p>c) Cllr F. Williams reported that she has measured a Bramley apple tree located on Upper Ferry Lane, which appears to be over 100 years old. It has now been added to the Ancient Tree Inventory.</p>	<p>Cllr Stanton to raise the proposal at the next PACE Committee meeting.</p> <p>Cllr F. Williams to send the tree details to the Clerk, who will investigate applying for a Tree Preservation Order</p>
25.54	<p>Playing Field Updates: Callow End Playing Field</p> <p>a) Following the recent traveller encampment on the Callow End Playing Fields site, the Clerk has prepared an Incident Report documenting the timeline, decisions made at each stage, and the outcomes.</p> <p>b) Concerns were raised about safeguarding personal information, particularly the Clerk's home address and mobile number, following inappropriate behaviour by some local residents during the incident.</p> <p>c) A group of local residents has come forward with the intention of forming a new Callow End Playing Fields Association (CEPFA) committee. A meeting was held between the new group and the outgoing committee on Tuesday evening, and positive progress was reported. A proposed committee structure—including a new Chair—was discussed, and the outgoing committee confirmed its full support to ensure a smooth transition.</p> <p>d) In response to a recent break-in at the playing fields, the new group proposed the following immediate security measures:</p> <ul style="list-style-type: none"> • Product: Ramco 100 Anti-Ram Telescopic Post with Lid • Cost of Posts: £189.99 each (2 posts = £379.98) • Installation Cost: £600 + VAT • A contractor is available for prompt installation. <p>All Parish Council members agreed to proceed.</p> <p>e) Another vulnerable access point was identified at the rear of the field. It was proposed that the large stones currently blocking the front entrance be relocated to permanently secure the rear access, which is not needed.</p> <p>f) The Clerk was also asked to identify which members of the outgoing committee still hold keys to the site and to coordinate the transfer of a set of keys to Cllr S. Mealings, who has volunteered to act as the liaison between the Parish Council and CEPFA.</p>	<p>Cllr A. Lamb to give the report a final review before publishing.</p> <p>The Clerk will explore options for protecting personal contact details.</p> <p>The Clerk will confirm the purchase and installation with the new committee.</p> <p>Clerk to follow up with both committees regarding keyholders and ensure keys are issued to Cllr Mealings.</p>

	<p>g) The Chair of the Callow End Social Club has requested permission to advertise “What’s On” events at the club on the Parish noticeboards. It was agreed that the club may display one A4-sized notice on the boards. Cllr S. Mealings will supervise and manage this arrangement to ensure notices are appropriate and space is used fairly.</p> <p>Hospital Lane Playing Field/ Pavilion Pump Track Update</p> <p>The local residents who previously attended a Parish Council meeting to express interest in managing and maintaining the temporary pump track at the Hospital Lane Playing Field have provided an update. They confirmed that no progress has been made yet due to other commitments but assured the Council they will revisit the matter soon and share further details as soon as possible.</p> <p>The hire agreement with Startins Skoda for 10 parking spaces at the Hospital Lane car park has now commenced.</p>	<p><i>The clerk to contact the Social Club Chair and give Cllr S Mealings details.</i></p>
25.55	<p>Councillor Reports & Items for Future Agendas:</p> <p>Cllr J Stanton</p> <p>The noticeboards in the parish as previously discussed have been cleaned and any maintenance works carried out.</p> <p>Cllr A Lamb</p> <p>The bank details for the previously agreed church donation have now been confirmed and will be forwarded to the clerk for payment.</p> <p>Cllr M Huckfield</p> <p>Noted that the telephone box that was previously refurbished is not being used. Councillors to consider future use options</p>	<p>Cllr Lamb to forward the church bank details to the clerk.</p> <p>Add telephone box to the next Agenda.</p>
	<p>There being no further business the meeting closed at 9:15pm</p> <p>Next Meeting 7:30pm Wednesday 3rd September 2025</p>	