



**MINUTES OF THE EXTRA ORDINARY PARISH COUNCIL MEETING
HELD ON MONDAY 18 DECEMBER 2023 AT 7.30 PM
AT KEMPSEY COMMUNITY CENTRE**

PRESENT: - Cllr Waller (Chair), Cllr Stevens, Cllr Gardener, Cllr Cooke, Cllr Clamp, Cllr Charnock and Cllr Anstey.

IN ATTENDANCE: - County Cllr Allen, District Cllr Michael and Mr. Biddle and 4 other members of the public.

1. Councillor vacancy - To appoint by co-option (vote by paper ballot)
The Chairman explained to the meeting how the process to appoint a new councillor would be conducted. The applicant gave a short presentation stating his reasons for wanting to join the Council with the opportunity for questions and answers. Following a voting process by paper ballot, supervised by the Clerk and scrutinized by District Cllr Michael, Adam Bicknell was successfully co-opted onto the Council, signing his Declarations of Acceptance of Office.
Four vacancies now remain available.
2. Apologies: District Councillor Harrison (Personal) - Received.
3. Proposal to accept Cllr White's reason for non - attendance at Council meetings for the period from 1 August 2023 to 30 September 2023 for the purposes of the Local Government Act 1972 s85(1) and 85 (2) - **ITEM WITHDRAWN**
4. Declarations of Interest
 1. Register of Interests: Councillors were reminded of the need to update their register of interest.
 2. To declare any Disclosable Pecuniary Interests in items on the agenda and their nature - None
 3. To declare any Other Disclosable Interests on items on the agenda and their nature - None
5. To Consider Written Requests from Councillors for the Council to Grant a Dispensation (S33 of the Localism Act 2011) - written requests to be submitted to the clerk prior to the meeting - None

PUBLIC QUESTION TIME

Notes from Public Question Time are appended to these minutes.

County Councillor Report - Cllr Allen - The report was noted.

District Councillor Report - Cllr Michael - The report was noted.

6. Minutes: Having been previously circulated, the minutes of the Parish Council meeting held on 13.11.2023 were signed as a true and correct record.
7. Correspondence for Information: - Under General Data Protection Regulations names of Identifiable subject/matter withheld.
 1. Letter dated 29 November 2023 - Citizens Advice South Worcestershire & response.
A donation of £250.00 is to be made to support their work carried out in the local area.
 2. Community Builder - Letter of Acceptance from Cathy Garner who will commence the role on 01.01.2024.
 3. Ward Budget Scheme - Deadline for Application - 28 December 2023.
Cllr Michael to enquire if financial help with the electrical installation of a new defibrillator unit on the outside wall of the Parish Hall qualifies under the scheme.
 4. West Mercia PCC - Safer Roads Grant Round 2 Launch - Deadline 12 noon 12 February 2024

Action

JM

5. Acknowledgement of Cllr Bott's resignation of 13.11.2023
Councillors echoed their thanks and appreciation to ex Cllr Bott, having lost a very valuable member, thanking her for her contribution, help and continued support on the MRWP.
8. Safer Neighbourhood Team Parish Contract - The following three Policing priorities were identified for the upcoming quarter 1st January - 1st April 2024.
1. Drug Use
 2. Anti-Social Behaviour and drug issues in Church Street and at the Limes
 3. Illegal Parking at the shop
9. Committee, Working Party and Panel Appointments
1. Current members of committees (for Information only)
 2. Expressions of Interest – Councillors to express interest to join Community Centres Committee, Community Builder Guiding Panel, Biodiversity Working Party and Police Liaison - To be agreed January 2024.
10. Finance
1. **RESOLVED:** To authorize payment of accounts as per schedule.
 2. Monthly Bank Reconciliation Statement - For Information Only.
 3. Capital Budget - For Information Only
 4. **RESOLVED:** To agree a preliminary of £222,183 for the Financial Year 2024/25.
(Please note this will be displayed on the website and noticeboards to allow members of the public to comment before the final agreement in January 2024.)
11. Committee Report Updates and Proposals: -
1. Finance & General Purposes Committee: Cllr Waller
We have now received clarification from Higgs LLP that they now recognize that they can receive instructions from the Clerk. Their services have now been formally engaged and they are proceeding to revise our tenant's leases. They have been sent an update on the lease situation with a request and for legal advice on key issues.
Financial Investments - All new application forms to reinvest monies, currently held with HSBC have now been actioned. Awaiting confirmation to advise they have been successfully processed as follows: -
Unity Trust - £40K – Instant Access Account
Cambridge Building Society - £120K - Saver Account - Instant Access
Nationwide Building Society - £120K - Business Instant Access Saver
a. **RESOLVED:** To accept a quotation for an on-site buildings valuation to be carried out of the Community Centre by RCA of £920 + VAT.
b. Environment Act 2021 - Biodiversity requirements - The Council discussed setting up a Biodiversity Working Party and will progress next year.
 2. Environment & Recreation: Vacant
The monthly play inspection has been carried out for November 2023 which identified some minor improvements required. One of which, was an old metal cricket score stand, which Cllr Anstey kindly offered to help remove and dispose of from Plovers Rise. Cllr Cooke had met with a representative from the Worcestershire Cricket League to discuss carrying out improvements to the square at Plovers rise which has been the subject of many opposition team complaints. This is likely to take place in February.
In addition, he had been contacted by a representative of Worcestershire Cricket Foundation to have a meeting to discuss how they are dealing with the two teams playing at Plovers Rise.

- Working Party: MRWP Update: Cllr Clamp.
All the daffodil bulbs purchased have now been planted thanks to Mrs Bott for her organisation and assistance.
The tree guard and plaque for the landmark tree is to progress in the new year.
The Christmas Tree Lighting event was again very successful, well attend by 80 people, due to a great team effort with special thanks expressed to Cllr Stevens, Mrs Hemming, Mr. & Mrs Bott, Father Christmas, Cllr Clamp and all the school children from the Theatre Academy.

Action

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3. Community Centre: Cllr Stevens
A new noticeboard has now been installed on the side wall of the Sports Pavilion located at Plovers Rise.
- a. **RESOLVED:** To replace the front doors of the Sports Pavilion at a cost of £2539.20 by St. Johns Window Centre.
4. Planning: Cllr Gardener
A short productive meeting took place on Monday 4 December 2023 where various planning applications were discussed.
Cllr Gardener was thanked for attending the site visit and his participation at the Malvern Hills District Council Northern Area Planning Committee meeting concerning the application for Brookend Lane.
- MHDC's Northern Area Planning Committee has decided to grant planning permission for up to 40 dwellings on agricultural land off Brookend Lane, Kempsey. It was a close call with 6 councillors for and 5 against. A legal agreement to secure financial contributions is required so the permission has not been formally granted yet. It was agreed that KPC should persist with its efforts to influence the wording of the legal (S106) agreement.
5. Infrastructure Committee: Cllr Waller
Plans and visuals for the target Phase 1 build have now been received from Calfordseaden. The next step is to check through them and select those for public consultation which is expected to take place in January 2024 and to produce a task list to seek volunteers to help with the public consultation.
- a. **RESOLVED:** To employ Mr J Worthington to top and plough the community land at Pixham Ferry Lane and to cut the hedgerow along Old Road South at a cost in the region of £800 plus VAT.
6. Commons and Hams: Cllr Cooke
On 29 November 2023, Birch Services on behalf of National Grid completed some tree pruning at the north end of Normoor Common. In January they are due to carry out some further tree works in Kerswell Green.
A meeting with Worcestershire Wildlife Trust will now take place in the New Year and will include a discussion on how they can help with policies, plans and actions to support the parish council's duties under the Environment Act 2021 to improve biodiversity.
12. Chairman's Report: Cllr Waller
- Councillor vacancies and recruitment - Four vacancies are now available. Cllr Charnock has re-designed a draft flyer for comment, together with a moving version to upload onto social media to try to attract attention.
 - Defibrillator Update - Cllr Stevens to try to progress with the Parish Hall. Cllr Charnock confirmed that he knew a local electrician who could carry out the electrical installation, subject to the approval from the Parish Hall and would try to help.
 - Anti-Social behaviour - A discussion took place on how to try to combat the anti-social behaviour issues occurring at the village shop. The police are conducting a live investigation following recent complaints in which males have been identified. A suggestion was made for the shop to install CCTV to cover the area outside the shop. It appears that both the police and wider community would benefit from greater liaison/information flow in which the Parish Council can try to facilitate. Cllr Clamp agreed to devise a draft letter.
 - Community Builder update - Mrs Garner has accepted the role of the Community Builder due to commence from 01.01.2024 and has signed her contract and service agreement. MHDC have been informed.
13. **Date of next meeting: Monday 8 January 2024 at 7.30pm at Kempsey Community Centre**

Clerk

MC

NS/
MC

SC

Signed Chairman..... Date

Standing Orders were adjourned.

PUBLIC QUESTION TIME

A parishioner highlighted the ongoing parking problems at the shop which are impeding on the safety of pedestrians and mobility users. He highlighted these issues need to be fed back to the police and requested if this issue could be given a police priority for the upcoming quarter.

He also expressed concern over the anti-social behaviour issues to the extent that the shop has had to close early which is impacting on its use/facility to local residents.

Mr Biddle made reference to a Neighbourhood Matters article: -

‘Committed to improving the safety on West Mercia’s roads, PCC John Champion is making a further investment in road safety by increasing the investment in his Safer Roads Fund. This follows that no allocation was made in the first round of the Safer Roads Fund.

With funding of £250,000 available, the PCC is encouraging you to apply for a share of the funding to make your communities safer.’

He referenced the Northern Area Planning Committee where the planning application for up to 40 dwellings on Land at Brookend Lane was refused with a vote of 6-5 to accept the officer recommendation to approve. He also raised concerns with public open space on this development which will be secured via the S106 legal agreement to secure the requested contributions.

A parishioner referenced the issues occurring at the shop and hoped the Parish Council would offer their support.

She also thanked the Parish Council for the donation to help with the maintenance of the churchyard, highlighting the church building could be used as a community building and the surrounding footpaths could be enjoyed by all.

District Councillor: John Michael

District Councillor Michael expressed his thanks to Cllr Gardener for his representation at the Northern Area Planning Committee concerning the Brookend Lane planning application, expressing his disappointment that the application was approved by 6-5 votes.

Ward Budget Scheme - Deadline for Application - 28 December 2023 Cllr Michael to enquire if the deadline to apply for this scheme can be extended to the end of January 2024. He is also to enquire if installing the new defibrillator unit on the outside wall of the Parish Hall qualifies under this scheme.

He confirmed Cllr Harrison’s health is progressing well and that he has already secured some money to help support a few local groups.

He confirmed the SWDPR will be examined next February/March either at the Guildhall in Worcester or the Civic Centre in Pershore.

He was thanked for all his efforts during 2023 and wished a Happy Christmas.

(Cllr Michael and Cllr Allen left the meeting after presenting their reports at 8.15pm)

County Councillor: Martin Allen

Councillor Allen expressed his thanks to Cllr Gardener and District Cllr Michael for their representation at the Northern Area Committee concerning the Brookend Lane planning application.

Good evening,

Could I first ask that you record my best wishes to Cllr David Harrison and wish him a speedy recovery.

ON DEMAND BUS

This service is running and appears to be doing well. I have some leaflets to distribute, I am not happy with them and I have asked for a new leaflet to indicate the area covered and the phone number to use to book up a bus.

The official start is I am told now on 8th of Jan 2024. The last Community Bus will run week commencing Monday 22/01/2024. I have been assured that Tewkesbury will be a destination that residents can go to from the 8th of Jan.

PUFFIN CROSSING NORTH END OF KEMPSEY BY THE COMMUNITY CENTRE

I am awaiting a time line for the trees to come down that run alongside the service road and a firm date for the end of June 2024 for the crossing to be installed.

TACTILE BLOCK POST OFFICE LANE

This should have been done.

THE LIMES FOOTWAY WORK

This has now been programmed in for April 2024.

DROPPED CURBS REQUIRED ON A38 FOOTWAY OUTSIDE 60A #6050

I have been told that the Minor Infrastructure Projects team who do this work is fully booked up this financial year. The work is going to cost about £4000.00 and the ref

number now issued for the job is 1517651.

I have requested that we are given a date as to when the work will be done.

Warmest regards

Martin Allen.

Cllr Allen was thanked for all his hard work and efforts in representing this Parish extremely well and wished a very Merry Christmas.

Standing Orders were reimposed.