

**Minutes of the Meeting of Little Witley Parish Council  
Held on Monday 10<sup>th</sup> September at 7.45pm in Little Witley Village Hall**

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Present: Cllr Paul Cumming (Chair), Cllr Colin Bexley, Cllr Pam Cumming,  
Cllr Jonathan Geach, Cllr Philip Owen

In Attendance: Member of the Public, County Councillor Dr Ken Pollock, The Clerk

**033 Democratic Period / Period Time**

No issues were raised

**034 SMART Water (We Don't Buy Crime) Initiative**

Mick Simpson from the West Mercia Police service gave a comprehensive briefing on the above initiative and the usability of the forensic marking kits.

A question and answer session followed, after which the Parish Council **resolved** to proceed with the purchase of 90 kits, signage and to work with the WDBC team to organise a kit distribution event with October 20<sup>th</sup>, 2018 being a suggested date..

**035 Lengthsmans Scheme 2018-19**

Chris Bunn of In2Out Property Maintenance offered his advices on different options for a possible works programme around the Parish and an insight in to the challenges of the Lengthsmans work

Mr Bunn was asked to provide a quotation for the works required to the wooden seat in the parish.

**036 Apologies**

Cllr Kay Wilson (Annual Leave) and Cllr Louise Slater (Workplace training event) had provided their apologies in advance

**037 Declaration of Interest**

There were no declarations of interest.

**038 Minutes**

The minutes of the last meeting held on Monday 16<sup>th</sup> July 2018 were approved.

**039 County Councillor and District Councillor Reports**

County Councillor Dr Ken Pollock delivered his report (appended). Cllr Bexley requested Dr Pollocks input on the comments in his recent letter about the proposed reduction in bus services in areas of South Worcestershire. Cllr Pollock advised that it was unlikely that the £1.8m subsidy level on unprofitable bus services would be sustainable.

District Councillor Paul Cumming reported on the distribution of the District Council Magazine to homes in the area. The South Worcestershire Development Plan is due for a review/revision at this time, so prior to this a call for sites has been made. At present there is no information available on how this or possible house building requirements will impact the District and/or Little Witley as a parish.

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**040 Updates**

- a. Phone Kiosk Renovation.  
This project and the options for effecting a renovation of the kiosk as a landmark were discussed. The Clerk was instructed to look at where savings might be made. Cllr Colin Bexley was appointed as responsible Councillor for this project.
- b. Witley Court Residents Pass Scheme  
Information on the redaction of this scheme had previously been circulated to Councillors.
- c. General Data Protection Regulations (GDPR)  
The internal audit of data held and its usage had been undertaken and Cllr Jonathan Geach and Cllr Paul Cumming were now reviewing the audit to ensure its accuracy. Once this was complete, actions identified as necessary would be undertaken.

**041 Freedom Of Information Policy**

A freedom of information policy had been drafted. However the Clerk asked for further discussion on this draft to be postponed in order that a comprehensive framework of documents associated with the Freedom of Information Policy could be produced. Council would then be able to look at a complete project, rather than attempt to work on separate documents.

**042 Highways and Footways**

Nothing to report at this time.

**043 Planning**

Nothing to report at this time.

**044 Bus Services**

Cllr Bexley had updated Councillors on his experiences of attending the recent meeting between Bus Operating Companies and Councillors regarding the proposed curtailment of some services in the South of the County.

**045 Finance**

- a. The regular reports on expenditure and
- b. Receipts were provided to Councillors and it was **agreed** that all was in order. Reports appended.
- c. The Clerks regular salary (£138.70), the Clerk's Monthly Allowance (£20.00), the PAYE due to HMRC (£34.60) and the Lengthsmans claims for contract services (£156.00) were **confirmed** for payment. The Clerks expenses claim in the sum of £37.15 and Cllr Paul Cumming claim for reimbursement of the Fasthosts web hosting service charge £11.99 were **authorised** for payment
- d. Draft Grant Policy and Application Form would be reviewed in the coming months.
- e. Remembrance Day Wreath (2018). It was **agreed** not to introduce the practice of procuring a wreath.

**046 Risk Register**

Councillors had reviewed and commented on the Risk Register as requested in the last meeting. It was **agreed** that the Risk Register be adopted.

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**047 Correspondence**

SWDP Development Boundary Review Consultation on Methodology. Cllr Cumming would respond on behalf of Little Witley.

Parish & Town Council Forum 22<sup>nd</sup> October, 2018. Cllr Bexley agreed to attend

WorcCalc Executive Officers Report from the June 2018 Area Meeting on the 2<sup>nd</sup> May 2018 elections had been circulated and all Councillors were asked to read it as it made a number of important points.

**048 Councillors Items Not Covered Elsewhere**

Nothing to report

**049 Clerks Items Not Covered Elsewhere**

The note of thanks to proactive parishioners who had reported the Bank Holiday fly-tipping of garden waste over the road to Ockeridge was to be uploaded to the website.

Councillors noted that Royal Mail had renovated the letter box by the Old Post Office.

BBC Radio Hereford and Worcester were looking for new community focussed items to report on the evening radio show, recently launched.

MHDC Community Litter Pick Event. Restrictions on the type of area that could be nominated excluded Little Witley. Cllr Cumming was to take this matter up with MHDC.

MHDC Walking 4 Health. The Cob House would be the location of a monthly group walk, details available from The Cob House and MHDC.

Community Events for BBC Children In Need. The Parish Council did not wish to become involved in this.

Little Witley Archiving Project. The Clerk requested help with the cataloguing of Minutes ahead of lodging documents into County Archives at The Hive. Councillors agreed to help.

Parish Path Warden Scheme. The Clerk was asked to promote this volunteer vacancy in the parish.

**050 Next Meeting**

Monday 12<sup>th</sup> November, 2018 at The Village Hall commencing at 7.45pm. As all business had been successfully transacted, the meeting was closed.

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Appended Documents

**COUNTY COUNCILLOR REPORT**

**1. Rail Developments**

In July, I mentioned our aspirations for further developments in our rail network. I was able to pursue these at a meeting at the House of Commons last Thursday, courtesy of GWR. The MD of Network Rail's Midland Region, Mark Langman, was lobbied in detail by Harriett Baldwin, Tenbury's MP, and by me, as a member of the North Cotswold Line Task Force.

We are hopeful that we will see dualling of the North Cotswold Line in the near future, complementing the opening of the Worcestershire Parkway station next year. It is crucial in our arguments with the Department for Transport, Network Rail and Midlands Connect that these rail improvements will help move some traffic off our motorway and major roads that are already experiencing congestion.

**2. The Financial Position**

Councillors will be aware of the extensive and detailed examination of all county expenditure necessary because of our financial position. One area under examination is supporting bus services and councillors will be aware of the reduction of some commercial services that have been announced recently.

The Tenbury area has the advantage of the excellent service provided by Tenbury Transport Trust and I am hopeful that the DfT will amend legislation to combat the impact of a recent court case that threatened the continued use of volunteer drivers.

There are notices of motion at this week's full Council meeting calling for more support for bus services and, while we are all aware of their value, any public subsidy needs to be justified. If there is insufficient demand, it is hard to argue that the public sector should intervene when many isolated communities have not been able to avail themselves of such services for many years.

At Cabinet on the 27<sup>th</sup> September, a detailed examination of our library services across the county will be presented. While it would be premature to go into detail, it is noted that Tenbury is recognised as having the third highest need in the county behind Redditch and Evesham. This should indicate it is secure, although visits have declined by 6% in the last year.

Stourport library lies 10<sup>th</sup> in the table for greatest need, and its recent relocation has resulted in a 28% increase in visits.

**3. Tenbury Public Realm works**

We will all be aware of various small items of work needed to complete the second phase of the Public Realm work on Teme Street, and I am assured that these problems will be tackled starting today. The work will include the following:

- Permanent repairs to the footway areas outside the Vaults and Smarty Pants
- Installation of bollards at discrete locations to protect against further vehicle loading
- Replacement of the 'wobbly' service covers outside the old post office.
- Repairs to the vent to the cellar beneath Smarty Pants

I would be grateful for any information from residents as to further work that needs correction. I am aware of the drainage problems outside the Bridge Hotel and I trust these will be sorted soon. We await certain works to be paid for by Tesco's that are still not finished, including the seat to be positioned outside the Regal.

**Cllr Ken Pollock Cheltenham, Gloucestershire, GL50 2BZ 10.09.18**

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**Financial Position, Little Witley Parish Council as at 31<sup>st</sup> August, 2018**

Opening Balance	£13081.13	
Payments to Date	-£3411.05	
Receipts	£2800.00	
	<b>Funds In Hand</b>	<b>£12470.00</b>

**Payment Breakdown**

Clerks Salary	£658.60
Lengthsman	£912.00
Clerks Exes	£80.00
Insurance	£257.60
CALC Membership	£186.81
Internal Audit	£50.00
Friends of St Michaels	£50.00
New Website	£442.11
Training	£10.00
Asset repairs to date	£763.93
	£3411.05

**Receipts Breakdown**

County Council	£300.00
Precept (1 <sup>st</sup> half)	£2500.00