



**MINUTES OF THE PARISH COUNCIL MEETING HELD ON  
MONDAY 10 MARCH 2025 AT 7.00 PM  
AT KEMPSEY COMMUNITY CENTRE**

**PRESENT:** - Cllr Waller (Chairman), Cllr Stevens, Cllr Gardener, Cllr Plummer, Cllr Clamp, Cllr Cooke, Cllr Biddle and Cllr White.

**IN ATTENDANCE:** - County Cllr Allen, District Cllr Harrison and District Cllr Michael (left 9.12pm) plus 4 members of the public.  
Sharon Dunn - Parish Clerk & Responsible Financial Officer.

1. **Apologies:** - Cllr Anstey (Personal) - Accepted
2. **Declarations of Interest**
  - Register of Interests: Councillors were reminded of the need to update their register of interests.
  - To declare any Disclosable Pecuniary Interests in items on the agenda and their nature - None
  - To declare any Other Disclosable Interests on items on the agenda and their nature - None
3. **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

Action

**PUBLIC QUESTION TIME**

Notes from Public Question Time are appended to these minutes.

County Councillor and District Councillor reports were noted.

4. Minutes: Having been previously circulated, the minutes of the Parish Council meeting held on 10.02.2025 were signed as a true and accurate record.
5. Correspondence for Information: - Under General Data Protection Regulations names of Identifiable subject/matter withheld
  - a. Malvern Hills District Council - Consultation on the potential extension of the Public Spaces Protection Order relating to dog control - Consultation remains open for feedback until Monday 14 April 2025 - Delegated powers were granted to the Environment Committee in conjunction with the Clerk to submit feedback.
  - b. Parishioner complaint dated 18.02.2025 and our response - fly tipping at Pixham Ferry Lane
  - c. Parishioner complaint dated 03.03.2025 - PROW Access steps - Bestman's Lane - Awaiting an update.
6. 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. The Asset Register 2024/2025 was reviewed and adopted.  
Clerk to notify additions to the insurance provider.

Refer  
To  
Environ  
Com

Clerk

7. Committee Report Updates and Proposals: -	Action
1. Finance & General Purposes Committee: The Committee met on 28.02.2025. Items discussed:	
<ul style="list-style-type: none"> <li>Automated Banking/ BACS Facility - It was agreed to trial automated banking with Unity Trust Bank for a trial period of three months to process the WCC pension contributions payment only, before migrating the whole payment cheque system across to automated banking. Since then, the Clerk confirmed she had encountered some issues as the correct permissions were not set up relating to the authorised signatories which may delay the process.</li> <li>CPR / Defibrillator Training - To progress training with Holos Health Care for councillors and staff on Wednesday 23 April 2025 as a potential training date.</li> <li>It was recognised that the Complaints Policy needs updating.</li> <li>Green Lane, Stonehall Common (Cllr Waller) - NJK Parish Council have organised the laying of a hard surface from the east gate of Stonehall Common to the Wadborough Road and works have now commenced.</li> <li>Emergency Plan Contacts - The list of contacts/key holders listed in Appendix G of the Emergency Plan Document to be updated.</li> <li>Pump Track/Skatepark - A suggestion, made by Cllr Cooke, was to look into this project to see if there was anything that we could learn from the Battenhall Development that would help facilitate the skatepark and pump track proposed at Pixham Ferry Lane. County Cllr Martin Allen is trying to progress a skatepark design and the Parish Council will try to progress a pump track design with a lead they have. Cllr Waller to make some enquiries with the Community Builder.</li> <li>Deed of grant of Easement relating to a SuDS Facility at Pixham Ferry Lane. Kempsey The document is to be reviewed.</li> <li>Leases - Community Centre lease renewals and associated matters - A thorough review had been conducted with suggested next steps. A further interim payment of £900 was agreed to be released to Higgs LLP.</li> </ul>	Clerk  Deputy Deputy      CW CW
2. Environment: Cllr Plummer	
The Environment Committee held a meeting on 24 <sup>th</sup> February 2025.	
<ul style="list-style-type: none"> <li>A review was conducted of the Committee's annual budget for the next financial year and to plan the works/actions needed based on the budget available.</li> <li>Rocky Bridges - One of the larger spend items for the committee will be a replacement bridge at the Rocky (both bridges have had a number of temporary fixes to them over the last 12 months, but permanent replacements are needed and it is hoped to replace one in 2025 and the other in 2026). The Committee is exploring what footbridges may be available that will require minimal maintenance and endure being submerged in flood water and what costs may be involved before reviewing the options available at our next committee meeting. It was suggested to investigate the costs to have a professional survey conducted of the Rocky bridges in the first instance.</li> <li>Noticeboards - A noticeboard review had been carried out. Please refer to minute reference 7.2.a.</li> <li>Playground Inspections - The committee reviewed some of the actions identified as part of the monthly playground inspections and considered the recommendations of the last annual ROSPA report, which did not contain any substantial issues. Some of the issues identified had been addressed during the year. The next ROSPA inspection is due in March 2025. It was decided to review this, alongside the monthly visual report and plan any necessary works identified.</li> <li>Bus Shelter Update - the lack of bus shelters at the south end of the village is continuing to cause concern. The Committee took the view that given the time that has elapsed they would like to be able to accept the original offer of bus shelter type that was offered by Taylor Wimpy (the PC had previously looked for a cash contribution towards a different type of shelter, but we understood that this was no longer on the table). Cllr Biddle was willing to discuss this with his contact at Taylor Wimpy and check what their understanding is and if they would be willing to push on with the placement of the bus shelters.</li> </ul>	MB          MB

Cllr Waller confirmed he will try to arrange a face-to-face meeting with Taylor Wimpey regarding community land matters and would invite Cllr Plummer to attend to raise the bus shelter issue.

- VAS Sign - The company had been approached that installed the VAS sign for a quote to change it from battery to solar panel. Quotes for both diagnostic work (to ensure that the unit can be changed) and for the solar panel installation itself to be considered this evening. There was no opportunity to obtain alternative quotes as this is proprietary equipment. A summary of the quotes has been provided in the pack to Councillors. Please refer to minute reference 7.2.b.

- a. Review of KPCs noticeboards - Further work is required by the Environment Committee to devise a noticeboard policy for review and comment by Full Council.
- b. **ITEM DEFERRED** - To approve the quotes for both diagnostic work and supply and installation of a solar panel unit in relation to the VAS sign located on the Main Road. Enquiries to be made with the manufacturer to establish if the VAS sign can run off a mains electricity supply and the cost of doing so, (if a viable option) before proceeding to make further enquiries with WCC Highways.

- Working Party: MRWP Update: Cllr Clamp.

A proposal is to come forward to change the name of the Main Road Working Party to 'The Love Kempsey Working Party'.

The daffodils are flourishing and look splendid. More are to be planted along with crocus bulbs. Seeking volunteers – extend invitation to the Scouts Group

A daffodil weekend event is planned for 21/22 March 2025. A suggestion included to perhaps involve Marie Curie and their Daffodil Appeal.

New planters are being proposed under the Kempsey signage at either end of the village and 4/5 planters are proposed to be placed on top of the fence railings by the Ford.

The Lengthsman will continue to water the raised beds and flower tubs in summer weather but as this is a two-man job, funding is required to employ a second person to assist.

Summer bedding is to be purchased.

Village Sign - To cost £1K excluding installation. Next steps to consult WCC Highways before a proposal is brought back to KPC for approval.

Looking to reinstate an area of the Rocky back to a garden with picnic benches to enhance further enjoyment.

The cherry tree has been replaced outside the Community Centre. Cllr Waller to inspect the condition of it before considering relocating it.

Pursing the white gates

Deputy

CW

### 3. Community Centres: Cllr Stevens

Improvements have been made with Fire Test and Fire Safety procedures with weekly testing being conducted.

Seeking to place some pavement slabs behind the brick store to house the bowser, which will make it easier to manoeuvre.

### 4. Infrastructure Committee: Cllr Waller

The Design Team along with Calfordseaden have been very busy finalising the bundle of supporting documents required to submit with the planning application.

The application for full planning permission for the project was submitted to MHDC by Calfordseaden late this afternoon, via the planning portal and is awaiting validation, subject to receipt of payment of the planning application fees.

CW

Much work remains to be done to get the facility built, but Cllr Waller will write to Mark Hammond at MHDC to ask about access to the remaining and larger tranche of S106 funds. When more is understood about what MHDC needs, to release the funds, we will be able to consider how to proceed with the tendering process.

CW

		Action
5. Commons and Recreation: Cllr Cooke	We met with KCFC on 13 <sup>th</sup> February to discuss a draft heads of terms document. A number of issues were discussed and agreed and these will be captured in a new document.	PC/CW
a.	An opportunity to seek funding from MHDC for money which may help fund a pump track and / or skatepark may be available. A company called Clark & Kent who built the Battenhall Pump track have been contacted and details of their Pump Track and Skate Park designs are available on their web site and they have given rough costs for a number of sizes and designs.	
b.	The field gate to Kempsey Common near Common Farm, Green Street is in very poor repair and in need of replacement. A 2 in 1 gate which includes a pedestrian gate has been identified as we believe such a gate will encourage walkers to the common and allow easier access. Ridley Fencing have been awarded the work and they expect the gate to arrive from the supplier w/c 10 <sup>th</sup> March.	
c.	Stonehall Common Bramble and hedge cutting was carried out in mid - February including the main stretch of road through the Common.	
d.	Ashmoor Common A hydrological survey is required to determine if the increase in lying water is temporary or permanent. A possible consultant has been identified and the Parish Office will follow up on this lead.	Deputy
	Cllr Plummer requested if the cricket club could remove the metal frames /mobile side screens from behind the basketball hoop. Cllr Cooke to follow up.	PC
5. Planning Committee: Cllr Gardener	The Committee met on Monday 3 March 2025 and considered various new planning applications, amendments to previously considered applications and decision notices	
	Thanks, of appreciation were expressed to Cllr Gardener for participating in the SWDPR Examination Hearing where he made a representation concerning the Significant Gap.	
8. Chairman's Report: Cllr Waller		
•	Community Builder update: Cathy Garner Having captured the vision of parishioners over many months and identified key priorities for Kempsey, CG is now making progress in securing funding to bring them to life. A £3K grant from WCC, support from Platform Housing and the YMCA to develop a Youth Lounge and Youth Hub at Plovers Rise Youth Centre - an initiative co-designed with young people following some successful teen events are being progressed. National Lottery funding has been applied for to support two years of professional youth worker provision. Expected to hear within 90 days if this application has been successful or not. In parallel, during the winter months the Kempsey Food Bank has continued to support local families in need, and the Digital Inclusion Project remains strong, with young people at Hanley Castle benefiting from free access to refurbished laptops donated by BIFFA and supported by one of our digital inclusion volunteers. Older generation residents are receiving advice on internet access. The creation of a truly community-led café in the Pavilion at Plovers Rise Playing Fields is being evaluated. Several enthusiastic bakers have already pledged their support and volunteers and additional funding is being sought. A meeting has been arranged at 1.00pm on 13 March 2025 at the café at Croome Court to help to co-design, co-create the new Kempsey Community Café.	
	Next Guiding Panel meeting to take place on Tuesday 18 March 2025	

- Annual Report Production  
It was agreed to produce a bi-annual report on this occasion only, amalgamating 2023/2024 and 2024/2025.
  - Guest Speaker suggestions for Annual Parish Meeting, date, time and venue to be agreed.  
The Annual Parish meeting is to take place on Monday 19<sup>th</sup> May 2025 at 7.30pm at Kempsey Community Centre. Ideas for Guest Speakers included Mr Bott representing Kempsey Community Interest Company, Cathy Garner as Community Builder, a talk from a Unitary Authority and a talk on Health & Wellbeing. Nothing definitive was agreed at this stage.
  - Helping to create a Healthy Heart District - Worcestershire CALC webinar - Feedback  
Cllr Stevens & The Deputy Clerk recently attended a Malvern Hills Healthy Heart Event. This was very informative. Malvern Hills are preparing a £1M fund for Health and Wellbeing projects. Kempsey is to be included as one of the 5 Community Resuscitation Schemes being created in 2025. Funding opportunities to include Defibrillators, Trauma Kits and Bleed Kits. The Parish Council would fully support this and is very interested.
  - Summer Fete - Saturday 21 June 2025 - An ideal opportunity to promote the Parish Council
  - Police electric bike - update - Cllr White is in the process of arranging a meeting with the police.
  - Kempsey Times April article - Deadline Monday 17 March 2025 to include articles on planning, infrastructure (PFL), daffodils with a separate page for a recruitment drive.
9. Parish Council meetings - To discuss the start times from April 2025 onwards  
The consensus was to continue meetings throughout the summer at 7.00pm start time.

**RESOLVED:** Under The Public Bodies (Admission to Meeting(s)) Act 1960 to consider excluding the public and press from discussions only in respect of agenda item 10. inclusive as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

#### 10. Staffing Matters

- Parish Office staff update  
Two members of staff are currently absent on medical leave. We wish them speedy recovery. Having successfully completed her probationary period the Deputy Clerk was auto-enrolled into the Local Government Pension Scheme on 1.2.2025.
- Proposal to renew/establish Agreements for Services for the Lengthsman from 01.04.2025  
The above proposal was modified to read as follows: -  
Proposal to authorise the Clerk to sign an Agreement for Services for the Lengthsman to be effective from 01.04.2025, subject to acceptance of the agreement by WCC Lengthsman Scheme with any issues arising to be resolved by the Finance & General Purposes Committee. The modification was agreed upon and then taken to a vote.

**RESOLVED:** To authorise the Clerk to sign an Agreement for Services for the Lengthsman to be effective from 01.04.2025, subject to acceptance of the agreement by WCC Lengthsman Scheme with any issues arising to be resolved by the Finance & General Purposes Committee.

- Proposal to renew an Agreement of services for the Maintenance Technician from 1.04.2025.  
The above proposal was modified to read as follows: -  
Proposal to authorise the Clerk to sign an Agreement for Services for the Maintenance Technician to be effective from 01.04.2025. The modification was agreed upon and then taken to a vote.

**RESOLVED:** To authorise the Clerk to sign an Agreement for Services for the Maintenance Technician to be effective from 01.04.2025

Action

Deputy

JW

Deputy

Clerk

Clerk

Meeting Closed at 10.00 PM

Signed ..... Chairman..... Date

*Standing Orders were adjourned.*

## **PUBLIC QUESTION TIME**

County Cllr Allen thanked everyone who attended the protest on Sunday in respect of the new Housing Development proposed in Bannut Hill.

Two parishioners requested help and support in objecting to the latest planning application for Bannut Hill, having an adverse impact on their lives Cllr Gardener confirmed he had spoken to them directly. He also advised the updated Local Planning Policy Framework (LPPF) will have some influence. Planning Application to be discussed at the next Planning Committee meeting on Monday 7 April 2025 of which they are welcome to attend.

District Cllr Harrison confirmed some new legislation is due to be cascaded down from Central Government concerning limiting District Councillors' powers to planning applications schemes. Further details to be announced.

A parishioner commented that an increase of 8.9% from the Parish Council had been added to her Council Tax for financial year 2025/2026. She highlighted she expected some service.

A parishioner asked for an update on the application for Pixham Ferry Lane. He was advised that the planning application had been submitted at around 5.30pm this evening.

Summer Fete - A call for County, District and Parish Councillors has been made to have some local representatives and a visual presence at this event taking place on Saturday 21 June 2025

## **County Councillor Martin Allen**

Good evening.

### **UNITARY AUTHORITY'S**

We now know that Worcestershire's district and county councils are in the second wave to become a Unitary Authority.

As you also know, a progress report must be in place by the end of March this year. A full plan is to be in place in November this year.

The Shadow Authority will be formed in 2027, currently both WCC and MHDC will run until April 2028.

MHDC voted to explore both a Worcestershire Unitary Authority and a South Worcestershire Unitary Authority.

MHDC currently favour the SWUA option, **which I also voted in favour of.**

Worcester City, Wychavon and MHDC residents total approximately 320 thousand.

North Worcestershire total 280 thousand.

It is not known at the moment if the government will accept this option.

### **BESTMANS LANE GULLY BLOCKED AND MUD ON THE ROAD #6117**

As I said last month, it is still expected that the work will commence on 1<sup>st</sup> of April and last until the 4<sup>th</sup>.

### **PEDESTRIAN SIGNS REQUIRED BROOKEND LANE #8536**

Still now news.

Traffic Management have ordered pedestrian warning signs for either side of this bridge. These should be installed in approx. 2 months' time.

### **WORK ON TAYLORS LANE FROM 03/03/25 TO 13/06/25**

The following work has now commenced on Taylors Lane, with the installation of Street Lighting, formation of new Footway, excavation and restructure of Carriageway. New Culverts, gullies and headwall, topsoil and seed verges. This will be from the junction of Taylors Lane with Norton Road to entrance to Upper Broomhall Farm. The work is being undertaken by a contractor on behalf of a developer.

### **DROPPED KERBS ON A38 NEAR THE VILLAGE HALL**

This work has finally been completed, it has taken me the best part of 18 months to get this done, I hope it make a difference to all the disabled residents coming from the northern end of the village who wish to visit the village hall.

### **ST MARY'S CLOSE FOOTWAY**

Following my repeatedly asking for this to be done, work will now commence on 17/04/25, lasting until 30/04/25.

### **ROOKER ROAD FOOTWAY**

Along with St Mary's Close, I have been battling to get Rooker Road refurbished.

This work will now commence on 29/04/25 until 09/05/25.

Warmest regards

Martin Allen.

### **Questions/Comments**

Q1. When are the Elections due to take place?

A1. On Thursday 1 May 2025 (Purdah period from 20 March 2025)

The Parish Hall is to remain as the polling station.

Q2. When is the footpath to be attended to leading from the shop to Hillside?

A2. Subject to being re-elected and availability of funds this will be given no.1 priority and works will be conducted in two parts.



## **District Councillor David Harrison**

Cllr Harrison confirmed he had attended the first day of the hearing of the Examination of the South Worcestershire Development Plan Review, highlighting the chaos and issues with the sound quality.

Cllr Harrison confirmed he had recently attended defibrillator/CPR training offered by Heartstart in Malvern. This can be rolled out to Kempsey from September 2025, if required.

***Standing Orders were reimposed.***