



## MINUTES OF THE PARISH COUNCIL MEETING HELD ON MONDAY 12 MAY 2025 AT 7.00 PM AT KEMPSEY COMMUNITY CENTRE

**PRESENT:** - Cllr Waller, Cllr Stevens, Cllr Gardener, Cllr Cooke, Cllr Biddle, Cllr Anstey and Cllr Clamp

**IN ATTENDANCE:** - County Cllr Allen (arrived at 8.00pm) plus 2 members of the public.  
Sharon Dunn Parish Clerk and Responsible Financial Officer

1. Election of Chairperson (and signing Declaration of Acceptance of Office)  
Cllr Waller was elected unopposed as Chairman and the Declaration of Acceptance of Office duly signed.
2. Election of Vice - Chairperson (and signing Declaration of Acceptance of Office)  
Cllr Stevens was elected unopposed as Chairman and the Declaration of Acceptance of Office duly signed.
3. Apologies: To receive apologies for absence and approve reason for absence  
Cllr White (Personal) and Cllr Plummer (Personal) - Accepted  
District Cllr Harrison (Personal) and District Cllr Michael (Malvern Trust meeting) - Received
4. To appoint councillor vacancy by co-option - 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 Parish Council with the opportunity for questions and answers. Following a voting process held by paper ballot, supervised by the Clerk and scrutinized by a parishioner, Russ Varley was successfully co-opted onto the Council, signing his Declarations of Acceptance of Office. Three councillor vacancies now remain.
5. Declarations of Interest
  1. Register of Interests: Councillors were reminded of the need to update their register of interests.
  2. To declare any Disclosable Pecuniary Interests in items on the agenda and their nature – Cllr Clamp declared a Pecuniary Interest being a neighbour of the new proposed Community & Sports Centre
  3. To declare any Other Disclosable Interests on items on the agenda and their nature - None
6. To Consider Written Requests from Councillors for the Council to Grant a Dispensation (S33 of the Localism Act 2011) – None

### PUBLIC QUESTION TIME

Notes from Public Question Time are appended to these minutes.

Reports from County Councillor Allen were noted.

7. Minutes: Having been previously circulated, the minutes of the Parish Council meeting held on 14.04.2025 were signed as a true and correct record. Cllr Anstey's name was added as being present.
8. Finance
  1. Payment of accounts as per schedule and additional schedule list were authorised.
  2. The Bank Reconciliation Statement Balance to 31.03.2025 was approved.
  3. Capital Budget - For Information Only
  4. Budget Monitoring to 31.03.25 - Reviewed and agreed.

Action

## 9. Committee Reports:

### 1. Finance & General Purposes (F&GP): Cllr Waller

The committee met on 8.5.2025. A brief summary of discussions included an update on the Year End Accounts 2024/2025 confirming the accountant services of Richard Sandys Partnership have been engaged. Next steps are for an Internal Audit to be conducted. A new quote has been sourced in respect of Fire Marshal/Manager Training for consideration this evening. CPR/Defibrillator training took place on Wednesday 23 April 2025. A call for interested parishioners is to be made via the Kempsey Times to try to roll out further training. Other matters included a modification required to Financial Regulations, funding/grant opportunities, Devolution - reviewing the advantages of acquiring MHDC assets relating to Kempsey together with an update on Community Builder led projects and Any Other Business - trying to ascertain ownership of the cricket equipment stored in the freight container, and the Emergency Plan which needs reviewing and agreeing. There was also a confidential session covering Worcestershire Pension Fund Employers Discretions with a recommendation to refer this to the June Parish Council meeting, recovery of costs in relation to tree cutting and associated and car park issues.

- a. **RESOLVED:** To modify Financial Regulations in respect of Contracts Legislation.
- b. **RESOLVED:** To accept a quote of £500 from Safe Haven Training Ltd t/a Worcestershire First Aid Training to proceed with Fire Manager/Marshal Training

### 2. Community Centres: Cllr Stevens

A new electricity meter has been installed at the Community Centre. Cllr Waller, Cllr Stevens and Tim Hughes met on Saturday at Plovers Rise to inspect KPC's storage container. As the skate ramps are beyond repair it was agreed Tim will recycle them and make them into bug hotels and other animal habitats. This will free the container of space and allow the provision to store the display boards, currently in the Youth Centre small meeting room, in it, possibly with enough space to house the water bowser also.

Despite attempting to acquire three quotes, of which only one had been received, the following agenda item was put to the vote.

- a. **RESOLVED:** To accept a quotation from Spa Decorators for decorating the main room and corridor of the Youth Centre at a cost of £3865.00.

### 3. Environment: Cllr Plummer

- Further temporary repairs have been made to one of the Rocky bridges. We are still working towards getting a surveyor to assess both bridges and then we can evaluate how much structural work needs to be done as part of a replacement project. In the meantime bridge maintenance tasks (wood treatment and debris removal) have been allocated.
- We continue to inspect the Plovers Rise playground and work on actions identified. We have now added inspections of the village bus shelters to our ongoing inspection programme going forward.
- Continued work with the Parish Office with regards to enquiries and matters arising.
- Next committee meeting is planned for early June.  
Cllr Biddle confirmed he had been tasked to liaise with Taylor Wimpey looking into the provision of bus shelters for the village. They confirmed they could not assist and advised him to raise the matter with WCC. The subject is to be raised with County Cllr Allen to ask if KPC can try to approach the newly formed County Council to help with the provision of bus shelters.

#### - Update from MRWP: Cllr Clamp

No meeting had taken place. In the process of buying bedding plants and working through the constraints of erecting a new village logo sign.

Proposal for next agenda to change the name of the Main Road Working Party to "Love Kempsey Working Party"

### 4. Planning: Cllr Gardener

The Planning Committee met on Tuesday 6 May 2025 to consider various planning applications, review updates on applications and comment on Enforcement matters.

Action

Deputy

Clerk

Deputy

Clerk

Agenda

June

5. Commons and Recreation: Cllr Cooke  
The problem reported by the footpath officer concerning the high stile located at Ashmoor Common has now been resolved as a result of it being lowered and repaired.  
Arrangements are underway to write to the contractor to enquire if he would like to continue carrying out topping works to both Normoor and Stonehall Common.  
An agenda item for inclusion and discussion at the next committee relates to Allotment rents.
6. Infrastructure Committee: Cllr Waller
- The consultation period officially ended on 26 April. At the time of writing 66 comments from the public have been posted on the MHDC Planning website, mostly favourable.
  - There have been no new comments from statutory consultees on the website that are in addition to those reported last month. Calfordseaden have prepared a tracker spreadsheet listing all the comments needing a response - to date these number 33.
  - A lengthy response to the objection from Fisher German (land agents for Exolum Pipeline Systems Ltd) has been prepared and is awaiting review by Calfordseaden before being sent to Exolum. The company has indicated that it will not object to a grass football pitch over part of the pipeline and its associated easement corridor. However, Exolum is likely to impose conditions on how the part of the pitch in the easement corridor is to be constructed. Any conditions will need to be understood and complied with by the contractor constructing the 11 aside pitch which partially overlays the pipeline.
  - Of greatest concern are the comments posted by WCC Highways. A number of the requests for additional information are straightforward to deal with e.g. marking out of the parking bays, why only one coach parking space, number of staff to be employed. Having now been advised that the schemes and works for the passing bays in Pixham Ferry Lane, the vehicular entrance to the site and the main pedestrian entrance to the site already have Highways approval, the officer's position now appears to be that the development of the site is significantly larger than when the passing bay scheme was first proposed, calling into question whether it meets the requisite safety standards and with new concerns also regarding traffic along Old Road South. The Design Team will be working with Calfordseaden to develop a response to all of the officer's points.  
County Cllr Allen to try to arrange a meeting with a Senior Director at WCC Highways to find a solution to these issues. He has requested a copy of Stage 1 & 2 Road Safety Audits.
- a. **RESOLVED:** To accept a quote for vegetation control at Pixham Ferry Lane from New Farm Grounds Maintenance to top specified areas to approximately 150 mm based on three monthly cuts, May - July 2025 at £582 plus VAT per cut.
10. Community Facility Legacy Grant Scheme (CFLG Scheme)  
A list of KPC projects for which an Expression of Interest might be submitted had been circulated Together with a list of questions regarding the scheme needing some clarification.  
A lengthy discussion took place concerning the merits, viability and counterpart funding required for some of the suggestions. Cllr Varley, together with Cllr Cooke volunteered to look at completing the paperwork, in conjunction with Kempsey Skate Park Club, relating to an EOI application for the provision of a skatepark and pump track, should this be progressed further under this scheme.
- RESOLVED:** To grant delegated powers to the F&GP Committee in conjunction with the Clerk to authorise applications to the CFLG Scheme by the deadline for Expressions of Interest by 8.6.2025.
11. Community Builder Projects update  
An EOM is to take place on Thursday 15 May 2025 to review the Kempsey Community Vision Report, the Community Café at Plover's Rise Sports Pavilion and the Youth Hub at Plovers Rise Youth Centre.
12. Chairman's Report: Cllr Waller
- Annual Parish Meeting - Thursday 22 May at 7.30pm Kempsey Community Centre
  - Annual Report - Reminder to submit reports to the Parish Office who are in the process of amalgamating last year's reports with reports from this year.

- West Mercia Police and Crime Panel- Independent Lay Member - please return applications by 5pm on Friday 16 May 2025.

13. Diary Date - Please Reserve  
**ITEM DEFFERED** (due to Cllr Cooke confirming he was unavailable to attend on this date):  
To hold a Finance & General Purposes Committee Meeting to arrive at the precept for financial year 2026/27 on Monday 17 November 2025 at 7.30pm at Kempsey Community Centre. This will then be presented to the full Parish Council for comment on Monday 8<sup>th</sup> December 2025 with approval in January 2026.
14. **RESOLVED:** To accept dates/time and location of full Council Meetings for 2025/26. (Maybe subject to amendment in exceptional circumstances).  
Please note Parish Council meetings take place on the second Monday of each month at 7.00pm usually at Kempsey Community Centre.

Meeting Closed at 9.34 PM

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

*Standing Orders were adjourned.*

# PUBLIC QUESTION TIME

A parishioner helping to organise the Summer Fete, due to take place on Saturday 21<sup>st</sup> June 2025 from 3pm and into the evening, at St. Mary’s church asked if there would be representation from Kempsey Parish Council and if so, how much space would be required.  
He was advised Kempsey Parish Council will be attending. Details to be finalised at the June Parish Council meeting.

## County Councillor: Martin Allen

Good evening.

### COUNTY COUNCIL ELECTIONS

As you will know County Council elections were held on the 1<sup>st</sup> of May, I am very humbled by the support our community has shown me. Currently, I do not know who will form the next administration; however, I expect it will be Reform.

### UNITARY AUTHORITY’S

I have no more news that which I provided previously.

### 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.

### MORE WORK ON TAYLORS LANE

As I said in April, from 03/03/25 to 13/06/25 work is currently being carried out on the Norton Road end of Taylors Lane.

Additional work will commence from 27/06/25 to 23/09/25 in Taylors Lane from the entrance to Pear Tree Way to the A38. There is to be a new highway drainage system followed with a new full carriageway and footway construction. The work is being undertaken by a contractor on behalf of a developer.

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

I am delighted to see that this has now been completed.

## **ROOKERY ROAD FOOTWAY**

As I said in April, I have been battling to get Rooker Road refurbished, this should now be completed or nearly completed.

## **#8947 REQUEST FOR DOUBLE YELLOW LINES SQUIRES CLOSE/SQUIRES WALK ENTRANCE**

As announced in April, I have now more news.

Following a complaint about the MHDC waste vehicle not being to access Squires Close due to poor vehicle parking, I have requested that WCC look at imposing double yellow lines at that junction.

## **#7134 DOUBLE YELLOW LINES CORNER OF WINDMILL LANE/HILLSIDE**

This has now been approved, and the work has been booked for mid-June.

## **NEW COMMUNITY CENTRE**

I copied you into an acknowledgement from WCC, they are looking into it.

I am appalled at the Highways response to the new community centre planning application; I have contacted officers at director level to ask for this to be looked at again.

Warmest regards

Martin Allen.

*Standing Orders were reimposed.*