

MINUTES

WICK PARISH COUNCIL

Minutes of the Meeting of Wick Parish Council held on Tuesday 12<sup>th</sup> May 2020 at **held via Zoom**

**PRESENT:**      Cllr L Raymer                              Cllr J Williams                              Cllr C Smith  
                     Cllr R Kings                                      Cllr N Barker                              Cllr M Heath  
                     District Cllr T Rowley                      County Cllr A Hardman                  Clerk – L Yapp

**ELECTION OF CHAIRMAN:** Cllr Raymer was happy to continue for a further year, proposed Cllr Williams, seconded Cllr Kings

**ELECTION OF VICE CHAIRMAN:** Cllr Williams was happy to continue for a further year, proposed Cllr Raymer, seconded Cllr Heath

**CO-OPTION** – no applications had been received but a suggestion was made that it be advertised via the volunteer group. *Action Cllr Williams*

**1. APOLOGIES** – None

**2. DECLARATIONS OF INTEREST:** None declared

**3. APPROVAL OF MINUTES** from meeting 28<sup>th</sup> January 2020 were approved and signed

*Parishioners Open Forum – Nothing to report*

**4. DISTRICT COUNCILLOR REPORT** - District Cllr Rowley reported

- Wychavon District Council now has a new Chief Executive, Vic Allison, taking over from Jack Heggarty on his retirement in July
- The majority of staff are working from home with senior management team rotating cover at Civic Centre.
- Meetings are being carried out remotely
- Waste collections have been continuing as normal, with bulky waste collections re-starting and recycling centres due to re-open. Fly tipping seems to have decreased, but bonfires have been a problem. Some getting out of control and also problematic for those with respiratory issues
- Local networks are working well, and congratulations paid to Wick for their support network
- Delivery of prescriptions has been a problem, but these seem to have been resolved

Cllr Raymer thanked Cllr Rowley for funding the purchase of gloves and masks for volunteer workers

**5. COUNTY COUNCILLOR REPORT:** County Cllr Hardman reported:

- There was no shortage of beds in the 2 acute hospitals in the county with capacity for intensive boosted up to 130 beds and it appears in Worcestershire that people are obeying regulations, isolating and social distancing
- In Adult Social Care, usage of PPE was up to about 5,500 per day so a decision was made early on to stockpile supplies. Pressure has now moved on from the acute hospitals into the care homes, the highest figure recorded was with 66 affected out of total care homes of 179 in the County, but this has now dropped to 44
- Staff in care homes are now being tested and are being trained in the correct use of PPE.
- Highways work is starting to take place including line marking, but footway is more problematic and slower to get started again
- Recycling centres are starting to re-open again

Cllr Raymer reported that the footway in Main Street was in desperate need of completion. Thanks were made for all the help and support that had been received to the Foodbank

**5. COUNCILLORS MEETINGS – nothing to report**

**6. HIGHWAYS:**

- Footway Repairs – it had been agreed at the last meeting that footway repairs should continue along Main Street, to carry on from where the last works stopped. The clerk contact WCC with photographs as some areas are quite dangerous and a request that existing kerbs are used wherever possible but where this is not possible the conservation kerbs used last time should be used.
- Signage Cooks Hill and Timber Lane – some maintenance work had been carried on the signs and a request made from Cllr Williams for approval to pay the invoice, estimated at £200. Approval was given for this payment.

**7. REPORTS:**

- (a) Flood Alleviation – Cllr Barker had circulated a report prior to Cllrs. A request was made to release approx. £220 from the Flood Relief Reserve to purchase gloves, torches and Hi Viz vests for the flood team volunteers. With regard sandbags, it is proposed that all the sandbags be collected up and counted. It is thought that, at the moment, we do not need further sandbags. A suggestion was made that we try and purchase the equipment locally, with a view to supporting local businesses. This was agreed. Proposer for expenditure Cllr Barker, seconded Cllr Heath – all favour
- (b) Playground Report – Cllr Kings reported
- The committee met on 10<sup>th</sup> February
  - Consideration is being given to improve the centre of the playground where the carpeted area is, as it is now starting to look shabby with the older equipment starting to rot. Costs and availability of grants is being investigated.
  - Severe flooding caused the playground to be closed for a week at the end of February with the carpeted area under several inches of water and one of the steppingstones breaking off. This high lights the need to improve the area
  - Covid-19 Pandemic has since forced the playground to be closed again. Volunteers are not being asked to carry out inspections during this time, although Cllrs are keeping an eye on the playground while out walking.
  - Steps to the slide have now ‘settled’ in well
  - RoSPA Inspection has been carried out with only minor points raised which will be addressed when restrictions are lifted.
  - Mowing has restarted and the weeds around the cricket nets are being attended to. It was agreed that we ask the contractors to advise us of the dates of their visits in advance
- (c) Neighbourhood Watch – Nothing to report
- (d) Footpath Officer – Cllr Heath advised that there were a number of unmarked footpaths / rights of way. The clerk advised that she had raised this with the Footpath Officer at WCC, as has Cllr Raymer. The comments back from WCC were that this is not a ‘high priority’ with no budget.
- (e) Lengthsman - Cllr Heath reported that the LM scheme was temporarily suspended at the beginning of the ‘lock down’. Some restriction of duties has now been lifted on condition that an approved Risk Assessment has been drawn up and agreed. This has been done. A list of priorities for the LM have been agreed with some additional tasks to be carried out in the playground which would be financed by the parish council. It was commented that although he had been active with weed killer, the grass was so thick it was difficult to see where it had been carried out. It was agreed that it would be more effective if he strimmed the area first before applying the spray. It was further agreed that Cllr Heath would liaise with the LM. *Action Cllr Heath*

- (f) Website – Website support and management fees of £150 has been paid. Cllr Barker reminded the clerk that the names of Cllrs needed to be updated. *This has now been done*
- (g) VE Day Celebrations – Cllr Smith reported that the event had to be cancelled due to the Covid-19 restrictions. Cllr Smith suggested that a village event of ‘celebration’ should be held when the pandemic is over, with a 1940’s theme. This was considered to be a wonderful idea and supported by all Cllrs. Cllr Barker commented that the whole village made a great effort to celebrate VE day from their own garden, with lots of colour and flags
- (h) NHB / History Boards – the boards have been delivered and stored until such time as restrictions permit them to be fitted safely
- (i) Parish Plan – Nothing to report
- (j) Minerals Consultation – Cllr Barker reported on an email he had circulated to all Cllrs seeking for approval to support the ongoing costs involved in the fight to stop gravel extraction within the Fladbury ward. This would equate to about £270 per parish for this year (to include Wick, Fladbury, Charlton and Cropthorne), this will include the website, printing of leaflets, admin support and any hall hire. A proposal made by Cllr Barker for Wick to contribute £270 for this current year, with any further expenditure to be put to the parish council, with Cllr Kings seconding this. All in favour. The clerk suggested that maybe it would be more beneficial if each parish council paid X amount into one ‘reserve’ and all costs drawn from that reserve until spent and would speak to other the other councils involved. In addition, Cllr Barker reported that due to the Covid situation, the Examination in Public has been put back to the Autumn. An application is expected in from Tarmac to Charlton

**9. PLANNING:**

- (a) 19/02629 – Dorinda Cottage – demolish and relocate existing garage, to include single storey garden room to rear and single storey orangery extension – *approved by WDC*
- (b) 20/00344 – Southways, Owletts Lane – 2-storey and single storey rear extension with internal alterations – *awaiting decision by WDC*
- (c) SWDP - Cllr Rowley reported that despite the current circumstances, works are still continuing on the Review with the Plan being amended by the end of the year with the published document early in 2021. It is expected that timescales will remain unchanged.

**10. FINANCE**

- (a) Payments for approval / made since last meeting:

961	Lengthsman December	144.00
962	Clerks PAYE	168.00
963	Office Expenses	39.50
964	Lengthsman January	144.00
SO	Clerks Expenses	12.00
SO	Clerks Salary	224.08
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965	History Boards Printing	75.00
966	Lengthsman February	156.00
967	Printing	10.00
968	Clerks PAYE	168.20
969	Training Cllr	28.38
970	Village Mobile Phone	30.00
971	Lengthsman March	156.00

SO		Clerks Expenses	12.00
SO		Clerks Salary	224.08
	972	Playground Inspection	99.00
	973	Grasscutting	162.78
	974	Zoom Sub	19.98
	975	Cheque cancelled	
	976	Subscription	310.67
SO		Clerks Expenses	12.00
SO		Clerks Salary	224.08
	977	Lengthsman April	
	978	Website Costs	160.00
	979	Insurance	602.68
	980	Weedkiller	50.00

- (b) The clerk reported on the long list of payments since the last meeting. Nothing to raise concern about but the lack of March meeting meant that payments had built up. Some of the costs incurred were as a result of the Covid situation with Zoom subscription (for remote meetings) and the mobile phone for volunteers / support network. Invoices received are being sent to Cllr Raymer for initial approval with cheques, and these have been signed / approved by herself and Cllr Williams. No issues raised.
- (c) Policies – Standing Orders and Financial Regulations - these are both due for review, based on models supplied by CALC and revised policies had been initially reviewed by Cllrs Raymer and Williams and subsequently circulated to Cllrs for approval. Other than a slight typo (which has been amended) there were no objections. Approval proposed Cllr Heath, seconded Cllr Barker – all in favour.
- (d) Scheme of Delegation – a policy to enable urgent decision making, outside of meetings, particularly important during the current pandemic. This had been circulated to all Cllrs and no issues raised. Approval proposed Cllr Smith, seconded Cllr Kings – all in favour
- (e) 2019/20 Accounts – Year end accounts had been circulated to Cllrs. VAT has been applied for with the Playground VAT to be allocated to the playground account. Proposed Cllr Raymer, seconded Cllr Heath – all in favour

**11. CORONAVIRUS UPDATE** – There is a strong community support network in Wick. PPE for volunteers had been financed by Cllr Rowley (from WDC). Thanks were asked to be recorded to all volunteers in Wick. Cllr Barker suggested that access to the Wick website and the mobile phone should be a route of communication for anyone who is in need of help and support during flooding. The clerk advised that whilst she was happy to manage the parish council element of the website but ideally would be ideal if there was someone with time and knowledge to manage the areas outside the parish council. Cllr Raymer agreed that this would be something that could be looked at in the coming months.

**12. CONFETTI FIELDS UPDATE** – Cllr Raymer had been in contact with the office and was advised that they would not be opening in June but considering opening in August. Concerns were raised that opening up too soon, taking on board the current situation with regard social distancing etc. Cllr Rowley considered that this would be a District Council responsibility but as we are in a new territory it is difficult to confirm any details, but that it may also involve the Health & Safety Executive. Cllr Rowley advised that he raise this at the next 'briefing' and report back. Cllr Smith also added that it was the sheer volume of attendees that could be a problem when one bears in mind the number of vulnerable residents in Wick.

2020/09

**13. CORRESPONDENCE** – emails had been circulated to Cllrs

**14. OTHER MATTERS FOR FUTURE DISCUSSION/NEXT AGENDA:**

**15. DATE OF NEXT PARISH COUNCIL MEETING:** Tuesday July 14<sup>th</sup> at 7pm