WARNDON VILLAGES PARISH COUNCIL

Minutes of a meeting of Warndon Villages Parish Council, commenced 7.00 p.m. on Monday 8 December 2025 at the Lyppard Hub

Present: Cllrs V Bayliss, K Collier, S Forrest (Chair), S Hodgson, D Merriman, J Rudge, A Taylor

In attendance: the Clerk, Cllr A Cross (City and County)

There were no members of the public present.

To receive and consider **Apologies for Absence**

Apologies were received from Cllrs L Hodgson, S Murray (City)

Declarations of Interest

There were none.

1080. **To approve the Minutes of**

(i) the meeting of the Finance Committee held on 17 November 2025

Cllr Forrest proposed, seconded by Cllr Merriman that the Minutes be approved. The Committee resolved to approve the Minutes.

(ii) the meeting of the Parish Council held on 10 November 2025

Cllr Merriman proposed, seconded by Cllr Taylor that the Minutes be approved. Council resolved to approve the Minutes.

1081. **Police Report**

(i) To receive reports and recent communications and consider if follow up action is required

Following recent contact with Cllr Forrest, the police have agreed to a more regular attendance at Council meetings, at least quarterly.

(ii) To consider measures to reduce speeding on Warndon Villages roads: working group

There was nothing to report.

1082. To receive a report from the **County Councillor**

Council received the report which was taken as read. More documentation has been added to the Hindlip digester planning application since the report. And the application will be raised at the February WCC Planning meeting. Cllr Forrest to raise the issue of parking abuse on the grass verges around the Worcester Warriors Rugby Club ground at Sixways directly with the Club.

1083. To receive a report from the **City Councillors**

Council received the report which was taken as read.

1084. **Environmental Matters**

(i) To receive reports from Councillors

Council received the report which was taken as read. Council noted the hard work of the Parish Warden which has been much appreciated and commended by residents.

(ii) To receive the VAS/SID report

Council received the report which was taken as read. The Westcotec SID needs maintenance and is being returned to the manufacturer. There has been a slight reduction in recorded speeds on Dugdale Drive which may be due to drivers exercising more caution on dark nights.

(iii) Apex Ponds

The solicitor will be requested to make enquiries on the title documents prior to progressing to land purchase.

(iv) SID warranty extension

The unit's current warranty expires January 2026. ElanCity has proposed extending the warranty on a 3-year contract at £199 +VAT annually. Cllr Rudge proposed, seconded by Cllr Bayliss that the warranty contract be purchased. Council resolved to approve the expenditure. The Clerk to arrange contract renewal.

1085. **Communications**

(i) Communications Working Group

There was nothing to report.

(ii) Facebook, Website, Newsletter

The winter Newsletter is due to be distributed around the Villages.

(iii) Social media

There was nothing to report.

1086. **Planning and Rights of Way Matters**

(i) To receive reports from Councillors, including updates on current applications, decisions, and recent responses and notes from recent Planning & Rights of Way Working Group meetings
(ii) To consider the Parish Council's response to pending applications

Application no: 25/01046/CLPU
Address: 76 Homestead Avenue, Worcester, WR4 0DA
Description: Certificate of lawfulness for a proposed loft conversion with rear dormer
Objection Y/N: No
Council comment: The house has an unusual back-to-back end linked configuration. The dormer extension is sideways to the road, and the extension overlooks the gardens of this and the opposite property. It appears a shallow gable above a window will be removed to accommodate this. The accompanying proposed plan only shows a side-on view. The requirement for a full HP application is likely.

Application no: 25/01022/NMA
Address: 12 Fowler Avenue, Worcester, WR4 0LU
Description: Non Material Amendment to planning approval 24/00917/HP - Garage Roof Ridge shifted to the centre of the room for structural integrity, 2 No Velux roof lights, Double shutter window in first-floor bathroom
Objection Y/N: No
Council comment: Nothing on portal, cannot comment

Application no: 25/01034/HP
Address: 12 Bramble Gardens, Worcester, WR5 1SQ
Description: Rear single storey extension
Objection Y/N: No
Council comment: 25/00672/GPDE refused on 27/08/2025. The application states it has addressed the 3 grounds for the earlier refusal. The landscape officer has no object but recommends a bird box to improve biodiversity.

Worcester City Council Planning determined the following decisions:

Application no: 25/00863/DOC
Address: Premier Inn, Wainwright Road, Worcester, WR4 9FA
Description: Approval of details reserved under condition 6 (Bat and bird boxes), 8 (BNG), 15(Travel Plan) and 16 (CEMP) of planning permission 24/00902/FUL
Decision: Approved

Application no: 25/00875/FUL
Address: 8 Upper Ground, Worcester, WR4 0HT
Description: Change of use of part of the outbuilding (use class C3) to a hair salon (mixed use, C3 and E).
Decision: Approved

Application no: 25/00846/TPOA
Address: Land adjacent to 19 Dover Avenue, Worcester, WR4 0LA
Description: English Oak - Quercus robur - Reduce western side of canopy by 3m to give clearance, remove major deadwood over garden. Balance rest of canopy to rebalance
Decision: Approved

Application no: 25/00848/TPOA
Address: Adjacent to 41 Hill Wood Close, Worcester
Description: Oak- crown reduce by 3m to form secondary canopy
Decision: Approved

Application no: 25/00826/FUL
Address: Aspire Academy, Bridgwater Road, Worcester, WR4 9FQ
Description: Permanent retention of free-standing portable classroom, including installation of vertical timber cladding, a green roof and a lightweight timber canopy
Decision: Approved

(iii) To receive an update on the Neighbourhood Plan

The NPSC met in November to discuss the proposed next steps in the NP process.

(iv) To receive an update on the Town Deal Board

The meeting scheduled for 4 December was cancelled.

(v) To receive an update on the South Worcestershire Development Plan

The following dates in the SWDPR process were noted:

Tuesday 9th December 2025– publication of Worcester City Council's PED Committee papers which will indicate the SWDPR Inspectors' proposed Main Modifications
Wednesday 17th December 2025 - the PED Committee will meet to consider/approve the SWDPR proposals.
Monday 5th January 2026 - WCC's full Council meeting to ratify PED's recommendation.
A six-week Public Consultation on the proposed modifications to follow.

(vi) Unadopted land adoption schedule

There was nothing to report.

(vii) Divorced footpaths

There was nothing to report.

(viii) ACV application

There was nothing to report.

1087. **Leisure and Community Affairs**

(i) To receive reports from Councillors, including updates on the following matters:
(a) Allotments

There was nothing of note to report.

(b) Defibrillators

All three defibrillator units are currently non-operational. This is due to a nationwide supply shortage of replacement battery units for the particular model unit and beyond the Council's control. The Clerk is chasing fulfilment of the order.

(ii) Benches project

Repairs to ground levels and turf laying around benches by the Lyppard school, Bodiam and Tattersall greenspaces have been completed by the Parish Warden.

(iii) Bikeability cycle training

There was nothing to report.

(iv) Beryl bikes

There was nothing to report.

1088. **Financial Matters**

(i) To receive the Clerk's Financial reports 2025-26 YTD
(a) Annual budget by centre
(b) Cashbook report showing receipts and payments
(c) Trial Balance

Council noted the reports.

(ii) To approve accounts for payment and receive details of cash receipts for information

Payments	**£**
UTB - service charges October 2025	7.95
Susan Carr – Clerk salary November 2025	1170.05
HMRC – Clerk PAYE October 2025	167.41
DandD Services - 365 licence + ICT support November 2025	347.54
RCA Generation (NP general support)	378.00
Fattorini (asset valuation fee)	51.12
Lyppard Hub (room hire)	14.18
Receipts	**£**
Redwood Bank - Interest – November 2025	202.76

Council noted and approved the expenditure.

12. To receive **reports from outside bodies**

(i) Lyppard Hub Management Board

There was nothing to report. The Clerk to request a recent financial report from the Hub.

(ii) Worcester City Standards Committee

The committee is due to meet on 10 December.

(iii) CALC updates which affect the Parish Council
(a) Minutes of the Worcestershire Wychavon CALC meeting held on 25 September 2025

Council received the Minutes which were taken as read.

1089. **Parish Name Change**

The Clerk to initiate work with new email accounts with the IT managers.

1090. **Local government changes: devolution**

There was nothing to report.

1091. To consider: **recruitment of new councillors**

Council agreed that more work needs to be done on promoting the work of the Parish Council. This could be with youth groups, students and more generally with the local residents.

1092. **Councillors' Reports and Items for Future Agendas**

Location of dog waste bins in the Parish.

Subjects/themes for the Annual Parish Meeting in May 2026.

1093. **Date of the Next Meeting: Monday 5 January 2026, 7.00 pm, Lyppard Hub**

The meeting closed at 8.45pm.

Signed:…….. Date:…….
(Chair)