WARNDON VILLAGES PARISH COUNCIL

Minutes of a meeting of Warndon Villages Parish Council, commenced 7.00 p.m. on Monday 7 September 2026 at the Lyppard Hub

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

In attendance: the Clerk, PCSO K Schneider, three members of the public

To receive and consider **Apologies for Absence**

Apologies were received from Cllrs A Cross (City and County), S Murray

Declarations of Interest

There were none.

Open Session

The following issues were raised:

Anti-social behaviour, particularly in the walkways in the Villages, irresponsible use of scramble bikes, proliferation of dog mess on paths. PCSO Schneider advised on the limitations of police action on some points due to staffing numbers. The Parish Council has requested more officers on the beat to provide a visible police presence and officers are now attending Council sessions to interact with the public. Speeding issues continue and this has been raised with the police who are now performing speed monitoring exercise on the Drives.

Cyclists and e-scooter riders are becoming a nuisance and in some cases a danger to pedestrians in the Trotshill area. Police have in some areas conducted exercises across Worcester with education and seizures of illegal scooters.

The area around Swinesherd church is constantly affected by littering. Can a litter-pick be organised? Cllr Merriman to look into this.

1202. **To approve the Minutes of**

(i) the meeting of the Parish Council held on 6 July 2026

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

1203. **Police Report**

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

Police officers have been deploying a new speed gun on roads in the Villages with some success in capturing excess speed levels. The Parish Council is completing the PCC Town and Parish Council Survey issued by West Mercia Police.

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

Cllr Collier to organise prospective WG meeting date.

1204. To receive a report from the **County Councillor**

The report was received and taken as read. Council needs more clarification on the rationale behind bollard spacing on the pathways in the Villages. A meeting with the Highways Officer has been requested. An FoI request on the bollard planning might be useful.

1205. To receive a report from the **City Councillors**

The report was received and taken as read.

1206. **Environmental Matters**

(i) To receive reports from Councillors

The report was received and taken as read. Council noted a vote of thanks to the Place Team and the Parish Warden who persevered on works in the Parish in the extreme summer temperatures. Resident concerns regarding the fire risk of the unmown grass in the area from Dugdale Drive to Racefield were addressed - the City Council have stopped mowing until the weather changes, following guidelines from the Midlands Fire Service to not cut in fire breaks or mow long grass at this point since cut grass is more likely to spread a fire faster than uncut grass. There is not yet a mowing agreement with City Council.

(ii) To receive the VAS/SID report

The report was received and taken as read. Council may need to secure a service agreement to manage data storage and charging on the VAS units. Cllr S Hodgson to investigate. The Parish Warden has yet to complete appropriate training for working on VAS units.

(iii) Apex Ponds: Deed of Covenant and Contract

The Contract and Deed of Covenant will be signed shortly, subject to clarification of terminology on the Contract. Cllr L Hodgson proposed, seconded by Cllr Taylor that Cllrs Forrest and Merriman sign on behalf of the Council. Council approved the signing of the contract, and the legal costs of an estimated £3,500 + VAT to conclude legal business.

(iv) Play areas

Work on the Lyppard Hub play area is completed, for which the Council will contribute a 50% share of funding.

(v) Spring bulb planting

Due to wildflower beds having suffered during hot, dry summers there will be a focus on planting early spring bulbs A large-scale planting exercise using mechanical bulb planting covering larger areas will have more impact. earlier. Cllr Merriman proposed, seconded by Cllr L Hodgson that Council agree the proposed budget of £2,880 and use of planting company. Council resolved to approve the budget and contract the company.

1207. **Communications**

(i) Communications Working Group
(ii) Facebook, Website, Newsletter

Council thanked the volunteers who turned out to deliver the Newsletter. There has been little activity to post on the website or Facebook during the summer. The Clerk and the CWG to look at re-development of the website.

1208. **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: 26/00670/TPOA
Address: Great Oaty Gardens Worcester
Description: Oak - Crown reduce by 3 metres
Objection Y/N: No
Council Comment: Application from Tree Officer, Worcester City Council. Tree by footpath from Trotshill Lane towards Mill Wood Drive

Application no: 26/00605/TPOA
Address: 38 Lister Avenue, Worcester, WR4 0SG

Description: T1 (Oak): Fell to ground level. T2 (Oak): Reduce to 12-foot standing deadwood monolith with coronet cuts. T3 (Ash): Fell to ground level.
Objection Y/N: No
Council Comment: Sadly, another casualty of ash dieback

Application no: 26/00608/HP
Address: 38 Lister Avenue, Worcester, WR4 0SG
Description: Replacement workshop / store and pergola to side elevation. (retrospective)
Objection Y/N: No
Council Comment: A modest proposal but the applicant should have sought planning permission first to reduce risks to avoid costs if application fails

Application no: 26/00576/TPOA
Address: 17 Towneley Worcester, WR4 0RH
Description: Oak - Prune the side of the crown overhanging the house and driveway by a maximum of 3 metres
Objection Y/N: No
Council Comment: A reasonable request in view of the height/proximity to the property subject to the tree officer not having any objections

Application no: 26/00713/CLPU
Address: 7 Purleigh Avenue, Worcester, WR4 0DX
Description: Certificate of lawfulness for proposed single-storey rear extension and garage conversion
Objection Y/N: No
Council Comment: Extension into rear garden includes new kitchen. Garage to be extended lounge (sitting area). No change in number of bedrooms so no parking impact.

Worcester City Council Planning determined the following decisions:

Application no: 26/00451/HP
Address: 8 Watchetts Green, Worcester, WR4 0RT
Description: Proposed single storey rear extension
Decision: Approved

Application no: 26/00565/CLPU
Address: 22 Bolton Avenue, Worcester, WR4 0ST
Description: Proposed single storey rear extension
Decision: Approved

Application no: 26/00625/CAN
Address: 6 Trotshill Lane East, Worcester, WR4 0HX
Description: T1 - Ash Remove 3 lowest limbs overhanging the driveway. G2 - Ash - group of smaller trees forming a hedgerow Reduce to previous cuts at approx 4m. T3 - Willow Remove to ground level

Decision: Approved

Application no: 26/00605/TPOA
Address: 38 Lister Avenue, Worcester, WR4 0SG
Description: T1 (Oak): Fell to ground level. T2 (Oak): Reduce to 12-foot standing deadwood monolith with coronet cuts. T3 (Ash): Fell to ground level.
Decision: Approved

Application no: 26/00576/TPOA
Address: 17 Towneley Worcester, WR4 0RH
Description: Oak - Prune the side of the crown overhanging the house and driveway by a maximum of 3 metres
Decision: Approved

Application no: 26/00608/HP
Address: 31 Corfe Avenue Worcester WR4 0EB
Description: Oak - Prune the side of the crown overhanging the house and driveway by a maximum of 3 metres
Decision: Approved

Application no: 26/00608/HP
Address: 31 Corfe Avenue Worcester WR4 0EB
Description: Replacement workshop / store and pergola to side elevation. (retrospective)
Decision: Approved

Application no: 26/00534/HP
Address: 7 Threshfield Drive Worcester WR4 0BQ
Description: Single storey rear extension
Decision: Approved

(iii) To receive an update on the Neighbourhood Plan

There was nothing to report.

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

The Town Deal Board has held a last meeting and concluded business. This item to be removed from future Agendas.

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

There was nothing to report.

(vi) Unadopted land adoption schedule

There was nothing to report. The issue of unadopted land continues to affect residents with regard to issues of tree and hedge management on land adjacent to properties where the City Council currently does not have jurisdiction to operate.

(vii) Divorced footpaths

There was nothing to report.

(viii) ACV application

There was nothing to report.

(ix) Active Travel Routes: bollards on Old Tolladine Way

See *Minute 1204 County Councillor Report*.

1209. **Leisure and Community Affairs**

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

All vacant plots have now been contracted. The Council will arrange a skip hire for clearance of extraneous rubbish from the site during September – estimated cost around £270 + VAT. The Parish Warden to instal plot marker posts on site.

(b) Defibrillators

All units are currently operational.

(ii) Bleed kits

This item was deferred to the October Council meeting.

(iii) Benches project

There was nothing to report.

(iv) Bikeability cycle training

Council is waiting to hear on availability of courses in Warndon Villages.

1210. **Financial Matters**

(i) To receive the Clerk's Financial reports 2026-27 YTD
(a) Annual budget by centre

(b) Cashbook report showing receipts and payments
(c) Trial Balance

The reports were received and noted.

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

Payments	**£**
UTB - service charges July 2026	9.10
UTB – service charges August 2026	7.75
Waterplus – Mabbs allotments water	49.28
Susan Carr – Clerk salary July 2026	1,170.05
Susan Carr – Clerk salary August 2026	1,170.05
HMRC – Clerk PAYE June 2026	167.41
HMRC – Clerk PAYE July 2026	167.41
DandD Services - 365 licence + ICT support July 2026	360.21
DandD Services - 365 licence + ICT support August 2026	360.21
ElanCity – VAS unit warranty renewal	238.80
Pace Print – Newsletter printing	1,011.00
Susan Carr – Clerk expenses	170.24
Receipts	**£**
Redwood Bank - Interest July 2026	280.37
Redwood Bank – Interest August 2026	289.72
Mabbs Allotments – rents + deposits	10.00

Council noted and approved the expenditure.

(iv) To report: 3rd Warndon Guides Grant thank you letter

Council noted the report and expression of thanks for the grant funding awarded to the Guides in the 2025-26 financial session.

1211. To receive **reports from outside bodies**

(i) Lyppard Hub Management Board

Council received and noted the last quarterly financial reports from the Hub which were positive.

(ii) Worcester City Standards Committee

The Committee will not meet again until October.

(iii) CALC updates which affect the Parish Council

Council noted the briefing to Worcester CALC 'Update on the adopted SWDPR and the new Local Plan process', and the Minutes of the Worcestershire Wychavon CALC AGM of 30 June 2026.

1212. To **review and adopt**

(i) Investment Policy
(ii) IT Policy
This item was deferred to the October Council Meeting.

1213. **Parish Name Change**

There was nothing to report.

1214. **Local government changes: devolution**

(i) Community governance review

As of 7 September, the LGR nationally has been suspended pending legal issues considered by government.

1215**.** To **consider**:

(i) Parish Plan working group

Four councillors will form a working group to look at major projects and initiatives and forthcoming involvement, including attracting new candidates for election as councillors. It was agreed that the Parish Council should establish a 5-year plan for Council activity, which will include establishment of an Emergency Plan. Cllr Forrest to ask for members to form the working group.

1216. **Councillors' Reports and Items for Future Agendas**

Policy on the use of AI in Council business.

Council retired to closed session at 9pm to discuss confidential matters.

The meeting re-opened at 9.18pm

1217. **Date of the Next Meeting: Monday 5 October 2026, 7.00 pm, Lyppard Hub**

The meeting closed at 9.19pm.

Signed:…… Date:…….
(Chair)