

# DRAFT

## Little Comberton Parish Council

2026/20

### Parish Council Meeting - Minutes Wednesday 10<sup>th</sup> June 2026, 7.30pm Village Hall

**Parish Councillors Present:** N Jamieson, L Schmitz, D Smithson & N Smithson

**Clerk/RFO:** Nicola Harding

**In attendance:** No parishioners

**1. Apologies**

Received from Cllr Rabbette, Cllr Smaylen, District Cllr Hardman & County Cllr Hardman.

**2. Declarations of Interest**

There were no declarations.

**3. Parishioner's Comments**

There were no comments received.

**4. Minutes of meeting held on Wednesday 13<sup>th</sup> May 2026**

Proposed Cllr N Smithson, seconded Cllr D Smithson, all in favour, to approve the minutes as a true record.

**5. Progress reports from Parish Activities:**

a. Feedback to Parishioners:

- PRoW # 501: This has been waymarked, however is not precisely comparable with the path identified on Ordnance Survey.  
*Action: Clerk to raise with land agent for future reference & update parishioner.*
- PRoW # 513b/Bridleway: Ground works undertaken have been highlighted to WDC for their clarification.  
*Action: Clerk to update parishioner & share updates with Cllrs once provided by WDC.*
- Highways: Attention will be drawn to WCC Highways regarding incomplete white line reinstatement by the village hall.  
*Action: Clerk.*
- Play area: A suggestion received for consideration of a future village play area was discussed. This would be dependent upon land availability & funding.  
*Action: Council to approach District Cllr Hardman for advice, regarding possible funding streams & update parishioner.*

b. Lengthsman: The May work-plan was summarised and thanks were agreed to be conveyed to the lengthsman for his efforts ahead of the Street Market. *Action: Clerk.*

c. Highways/VAS: Despite an engineer visit to check the faulty VAS sign by the Church, this has malfunctioned again. Advice has been obtained regarding the likely part requiring replacement, which is costly. It was agreed that as there is another functioning VAS sign & additional budget pressures this financial year, the Council should consider a replacement when funding sources become available. In the meantime, the Clerk notified Cllrs of a spare battery operated sign available in another parish, which could be considered as a potential short term solution, if compatible.  
*Action: Clerk to provide further updates.*

d. Footpaths/PRoW: Main updates are provided under item 5a. An overgrown path at PRoW # 502b was noted and discussed.  
*Action: Clerk to request footpath warden's checks and advice.*

e. Trees: Several dead & partially dying trees have been noted in the parish, given last Summer's drought & the dry Spring. It was agreed to request advice from the tree warden in the first instance ahead of further discussion.  
*Action: Clerk/Tree warden.*

It was also agreed to update a parishioner regarding a dead tree within their curtilage, following the Council's discussion about landowner's responsibilities. *Action: Clerk.*

f. Water testing: Cllr Smaylen had forwarded a report from a chemical engineer in advance of the meeting, summarising that local water quality is moderate to poor, with signs of nutrient pollution.  
*Action: Revisit at the next meeting.*

g. Data & Digital compliance: The majority of Cllrs are now using their new gov.uk email address. In line with guidance, Cllr D Smithson had produced draft IT & Data Retention policy documents for consideration, adapted to the Council's needs, which were noted and thanked. A discussion ensued regarding document storage & record keeping, in addition to cost implications for a centralised storage system. It was agreed to request independent advice from Worcestershire Calc & the email/website administrator, in order to confirm the Council's obligations & consider future options. It was also agreed that the new Council website should be of the classic, simplified format as proposed, in order to fulfil the Council's obligations for publications, once the WCC My Parish site is withdrawn on 1<sup>st</sup> September 2026. *Actions: Clerk to request clarification & advice to update Cllrs at the July meeting.*

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**2026/21**

- h. Airband: No further updates have been received from MP Baldwin. It was agreed to make further contact in thanks of this ongoing support & request that the issue is elevated further.  
*Action: Clerk/MP.*

- i. Sewers: There are no new updates to report.

**6. District and County Councillor's reports:** There were no new reports to share.

**7. Planning**

**W/26/Land At OS 9643 4319 Little Comberton:** Erection of four dwellings (Use Class 3) with associated access arrangements from Pershore Road, landscaping, drainage and associated infrastructure: comments of objection were submitted on 24 April 2026 & the application has been refused.

A query raised at the May meeting regarding the typical timeframe of works for properties with listed building status was revisited. It was agreed to seek clarity from WDC to establish the correct department to advise.

*Action: Clerk/Cllr Jamieson.*

**8. Finance**

a) Current Balances at 1<sup>st</sup> June 2026

|                      |                   |
|----------------------|-------------------|
| Treasurer's Account: | £15,106.21        |
| <b>TOTAL</b>         | <b>£15,106.21</b> |

b) Payments to report since the May 2026 meeting:

|                                    |         |
|------------------------------------|---------|
| Salary: June 2026                  | £439.40 |
| Expenses: June 2026                | £12.00  |
| Annual Insurance 1/6/26-31/5/27    | £387.22 |
| WDC: Annual green waste collection | £55.00  |
| Grass-cut (i) Memorial Garden      | £125.00 |
| Grass-cut (i) PCC                  | £125.00 |
| Lengthsman: May invoice            | £199.50 |
| VAS engineer site visit & repair   | £225.60 |

**TOTAL** **£1,568.72**

Payments to approve following the meeting:

|                          |                |
|--------------------------|----------------|
| LCVHT: May hall hire     | £13.00         |
| Lengthsman: June invoice | To be received |

c) Proposal to approve expenditure @ £469.00 + VAT for website design, build & content migration (one-off cost.)

Proposed Cllr Jamieson, seconded Cllr Schmitz, all in favour to approve the payments presented.

*Action: Clerk to set up payments for authorisation. Clerk to request invoice from Website provider to initiate website set up.*

**9. Correspondence**

|                                   |                                                                                                       |
|-----------------------------------|-------------------------------------------------------------------------------------------------------|
| WCC: Community services Directory | The Parish Council's listing has been updated and is visible on the directory.                        |
| WDC: Register of Interests forms  | Notification of legislation changes and new requirements regarding publication of member's addresses. |

**10. Councillor's reports and items for future agenda:**

Village Hall: A summary of the recent AGM was provided.

Planning: Engagement in future applications was raised in line with the existing council's planning policy. It was agreed to revisit as an agenda item at the next meeting in order to ensure consistency.

*Action: Clerk/Cllrs: July agenda.*

**Date of Next Meeting: Wednesday 8<sup>th</sup> July 2026 at 7.30 pm**

Signed .....

Date.....

**Chairman**