

**MINUTES of Offenham Parish Council meeting  
held at Offenham Village Hall on Monday 6<sup>th</sup> January 2025**

**Parish Councillors:** James Moclair, Chairman

**As per attendance register:** Sheila Briers                      Marcus Taylor                      Marc Farmer  
Martin Penny

**In attendance:** Diane Cox (Clerk)  
District Councillor, Aaron Powell

**24/206 Apologies**

Cllrs Graham, Rea, Muxworthy and County Councillor Alastair Adams

**24/207 To receive Declarations of Interest updates to Members' Register**

None

**24/208 Open Forum**

Appended to the minutes.

**24/209 Meeting re-opened and the minutes of the previous meeting were considered.**

The minutes of the Parish Council meetings held on 2<sup>nd</sup> December 2024 were accepted as a true record and signed by the Chairman.

**24/210 To be advised of any urgent matters not herewith included (at the Chairman's discretion)**

None

**24/211 To receive Clerk's report and progress updates on current issues**

**STWA**

- STWA has been supplied with a map showing all areas for potential and current development in the village, the clerk has requested their confirmation that current infrastructure will cope with the number of additional houses.

**WCC**

- Road closures**  
Proposed closure: (1) C2050 Bennett's Hill from its junction with B4510 Evesham Road to its junction with C2050 Long Hyde Road. Closure (2): C2050 Long Hyde Road from its junction with C2050 Bennett's Hill to its junction with B4085 Station Road. The reason stated: Drainage /flood alleviation work by WCC. Anticipated duration is 5 days commencing 10<sup>th</sup> February.

**Wychavon Parish Games AGM**

- The AGM takes place at the Civic Centre in Pershore on Wednesday 22<sup>nd</sup> January at 7.30pm.

**The Malt House**

- A number of residents have contacted the clerk about the deteriorating condition of the thatch roof on the Malt House. Complaints were also raised about the debris scattered in the road, pavement and also private gardens. This situation has been passed to the District Councillor to raise with Wychavon DC.

**Mowing Contract**

- Plex advised before Christmas that they are unable to take on the mowing contract

**Royal Mail box, Three Cocks Lane.**

- The clerk completed an online enquiry form to Royal Mail to ask for the damaged remains of the post box to be removed.



38.

**24/212 To receive correspondence.**

Emails forwarded to councillors as received prior to this meeting.

**24/213 To consider application responses for the vacancy for a Parish Councillor.**

One application was received from Claire Allen who has been a resident in the village for over 10 years. Cllr Penny stated that he knew Mrs Allen and would be happy to support her application. It was agreed to accept Mrs Allen's application. Proposed MP, Seconded MF.

**24/214 To consider updated information regarding the mowing contract in Offenham.**

Plex advised that they were unable to fulfil the contract for mowing in the village so the clerk contacted Smartcuts to enquire if they would be able to reduce the cost of mowing in the recreation ground. Smartcuts advised that they were unable to reduce the cost because of the increase in staff costs due primarily to increased NI fees. They did however explain that they would use 2 machines to mow the rec so it would produce a sports pitch finish. Discussions took place and it was agreed that Smartcuts should be offered the contract. Proposed SB Seconded MT.

**24/215 To consider action required to ensure that safety netting and poles are erected in the recreation ground.**

The clerk had liaised with both the Offenham Charity and Ed Bagley from Offenham Rovers. She had been advised that the charity had awarded Offenham Rovers £400 towards the cost of the poles. The poles were advertised at £654.93. Cllr Graham had previously mentioned that he thought that the necessity for protective netting had arisen due to moving the football pitch around to accommodate the MUGA so the PC should consider covering the shortfall. Discussions took place and it was decided to cover the shortfall of £254.93. Proposed MF Seconded SB

**24/216 To receive update of community speedwatch scheme**

Cllr Rea was unable to attend tonight's meeting but it was known that he had advertised in the Parish Magazine for volunteers to join the Community Speedwatch team.

**24/217 To consider response to the letter from WCC regarding proposed street lighting on the new development in Three Cocks Lane.**

Discussions took place, it was widely agreed that OPC should not take on responsibility for street lights on the new Bromford development because the recent developments in the village had supplied street lights for their residents without coming to the PC for funding. The clerk asked if she should advise Bromford Housing of this decision at this time, councillors supported this action.

**24/218 To consider formal acceptance for Iain Selkirk to act as Internal Auditor.**

Iain Selkirk advised that his fee for the internal audit would be £125 this year for the same service provided in past years. Acceptance proposed MF Seconded SB.

**24/219 To consider any updates received for the Parish Council website.**

Will Saunders is currently populating the new website with minutes, agendas, councillors and news items. The clerk have agreed that the email address should be : clerk@offenhamparish council.gov.uk.

**24/220 To consider inclusions for monthly Parish Magazine.**

- Report from Cllr Penny regarding a Neighbourhood Plan
- Adult exercise equipment being installed in the recreation ground.

**24/221 Member & committee reports:**

**Report from Footpath Warden – None**

**Report updates on Rural Communities – None**

**VHC - Cllr Moclair stated that the new heating system had been installed in the hall.**

**Disaster Emergency Plan (only if updates have taken place) – None**



39.

24/222 To receive financial update and approve bills for payment etc

**At bank:**

Current account 0649818 £21945.75 as at 20.12.2024  
Deposit account 7277881 £54831.97 as at 20.12.2024

**Bills for payment:**

V no	Chq no	Payee & reason for payment	Net	VAT	Total
80	002118	Broadmark IT Ltd	45.00	9.00	54.00
81	002119	Wychavon District Council	188.12	37.62	225.74
82	002120	HMRC	464.19		464.19
83	002121	Offenham Village Hall	30.00		30.00
84	002122	Diane Cox – Admin	41.00		758.20
85		- Mileage	21.60		
85		- Salary	695.60		
		<b>Sub total</b>	<b>1485.51</b>	<b>46.62</b>	<b>1532.13</b>
86	002123	Fortitude IT Consulting Ltd	10.00	2.00	12.00
			<b>1495.51</b>	<b>48.62</b>	<b>1544.13</b>

24/223 To formally approve budget and precept requirement for submission to WDC subject to acceptance of council tax base figure by the Executive Board of WDC.

A breakdown of the calculation using the council tax base to establish the precept remaining unchanged was forwarded to all councillors prior to this meeting. All councillors present approved the calculation for no increase to council tax for Offenham Parish. Proposed MP Seconded SB.

24/224 To be advised of planning matters including:

**Applications:**

**W/24/02565/HP** Cross Nurseries, Evesham Road, Offenham

First floor extension and alterations as approved – Ref: W/24/00537/HP – variation of condition 2.

OPC comment: No objection

**W/24/02551/HP Associated ref: W/23/00980/HP** 2 Hollywood Villas, Station Road, Offenham

Erection of rear two storey extension to dwelling and demolition of and replacement of existing garage for garage, home office outbuilding (Variation of condition 2 Ref: W/23/00980/HP).

OPC comment: No objection

**Decisions:**

**W/24/02212/HP** Timbertop, Boat Lane, Offenham

Front single storey infill extension; rear single storey extension, front porch canopy; new door openings –

**Approved.**

**W/24/01990/FUL** Land at (OS 0635 4604) Evesham Road, Offenham

Erection of packhouse and storage building and hardstanding. – **Approved**

24/225 To advise items for the next meeting.

- Community Speedwatch
- Website

24/205 To consider date and time for next meeting – Parish Council meeting starting at 7.30 on Monday 3<sup>rd</sup> February 2025 at Offenham Village Hall.

Meeting closed at 9.03pm.

Signed .....  
Chairman, Offenham Parish Council

Date 3/2/2025

## **Open Forum**

- Resident query relating to newly installed kissing gate on Three Cocks Lane
- Fallen fence to the front of 1 Newtown – clerk to inform Rooftop Housing
- Resident asked if anyone was allowed to speak should a planning application go to committee at WDC.

## **Report from Aaron Powell, District Councillor**

- Update on the Government's decision to bring in Unitary Councils with Local Mayors
- SWDP – potential adoption by the end of this year.
- Updated Government planning policy – removal of glasshouse for preferred sites
- Increased numbers of houses & 6 year housing plan (Central Gov policy)
- The Malt House – currently with Enforcement with the potential for referral to English Heritage