

**MINUTES of Offenham Parish Council meeting
held at Offenham Village Hall on Monday 4th August 2025**

Parish Councillors: Ian Graham, Chairman

As per attendance register: Sheila Briers Matthew Rea James Moclair
Martin Penny Claire Allen

In attendance: Acting clerk, Diane Cox

25/089 Apologies

Cllrs Muxworthy, Taylor, Farmer and Clerk, Becky Bowser

25/090 To receive Declarations of Interest updates to Members' Register

None

25/091 Open Forum

No residents attended.

25/092 Meeting re-opened and the minutes of the previous meeting were considered.

The minutes of the Parish Council meetings held on 7th July 2025 were accepted as a true record and signed by the Chairman.

25/093 To be advised of any urgent matters not herewith included (at the Chairman's discretion)

- Cllr Moclair raised the issue of Offenham Rovers FC resuming games on the recreation ground without installing the safety nets to protect the children's play area and the village hall. The FC has not been in contact with the PC regarding match schedules.
It was agreed that the clerk should write a letter to the Manager, Ed Bagley to advise him that until the safety netting is installed no matches can be played on the recreation ground for reasons of health and safety. It was also mentioned that the FC had been in receipt of funding from WCC, Offenham Charity and OPC to purchase the equipment.
- Cllr Rea advised that Alastair Barlow from the Bridge Inn was confident that the ferry across the River Avon could be reinstated. He had secured funding from WDC and seems to have resolved issues with the Navigation Trust. Operational times are to be during pub opening hours. Cllr Rea will provide a further update at the September meeting.

25/094 To receive Clerk's report and progress updates on current issues

1. Deposit Account Reinvestment

Councillors (Ian, Martin, Matthew, James, Sheila, Marc) support reinvesting for another 3 months. Becky will arrange.

2. Payscale Increase

As previously circulated: Clerk SCP 19 increased from £16.10 to £16.62 effective 1st April 2025.

3. Website

I've not yet been able to meet with Will due to both of us being away. I have suggested that we meet before the September meeting.

4. Community Feedback – Village Facilities

Feedback was gathered from two events:

- **10 April 2025:** 29 signatures in support of a Petanque pitch and children's roundabout.
- **14 June 2025 (Wake Event):** 35 additional signatures and suggestions for:
 - i. Tennis Court (2)
 - ii. Skate Park (1)
 - iii. Benches (1)

5. Petanque Pitch / Section 106 Update

I have had a response back re the section 106 funding – there seems to be a good chance of funding being available. Gemma (Lawyer at Wychavon) has resent me the letter that was sent out at the start of the year outlining what planning applications had available Section 106. We have already had £10,000 towards the outdoor Table

12.

Tennis Table, but looking at the criteria of what is left available, I think we have a good chance . I am more than happy to start the application process, if someone can help me with where to go to for quotes?

6. Parish Newsletter

I have sent Claire content covering:

- MUGA event
- Possible ferry reinstatement
- Farewell to Diane / Introduction to Becky

7. Emergency Plan

Debbie Harrison from the church has emailed to advise that the church is working towards a Gold Eco Church award and has asked how it could support the village in emergencies (e.g. flooding or fire).

I will draft a new Emergency Plan incorporating this input and existing contacts.

8. Road Closures

- **Station Road:** Closed for utility works from 1 September 2025 (approx. 5 days)
- **Blackminster Road:** Closed overnight 30 August 2025 for railway maintenance

25/095 To receive correspondence.

Emails forwarded to councillors as received and distributed prior to this meeting.

25/095 To consider any updates received for the Parish Council website.

The clerk has arranged to meet with Will Saunders prior to the meeting in September.

25/096 To receive update of community speedwatch scheme

Cllr Rea advised that he has had 3 items of correspondence from West Mercia Police since the last meeting however the most recent was more encouraging in that the vetting process has been simplified which may also encourage new volunteers. He stated that PC Prentice would be able to check ID supplied by volunteers and get confirmation that they have been resident in the UK for over 3 years. The validity of approval will last for 5 years. Further details appended to the minutes.

25/097 To receive update on the proposed Petanque Pitch

Cllr Moclair advised that he had looked into getting quotes for the pitch but was having difficulty getting responses from local contractors as they were busy however he had more success with Caloo who had installed the exercise equipment. The size of the proposed pitch is 4m x 15m at a cost of £8760 inc. Vat. Various discussions took place as more quotes would be required. Diane stated that Maurice Parkinson had suggested installing a pitch some time ago adding that it would be something that he could do. It was known that Maurice had changed careers but she could contact him for his local knowledge of suitable contractors. Further information should be available for the September meeting.

25/098 To consider proposed Playground Roundabout (Cllr Muxworthy)

Cllr Muxworthy was unable to attend the meeting tonight but she had supplied details of various options of roundabout. Cllr Moclair added that he had also had a quote from Caloo at a cost of £7123 inc vat. It was agreed to defer any decision until the next meeting when Cllr Muxworthy would be in attendance.

25/099 To receive update on the garden and Basket/Container competition. (Cllrs Briers & Muxworthy)

Cllr Briers supplied the results of the competition as follows:

Front garden

1st prize - 2 Cocks Cottages, Newtown

2nd prize – joint winners – 3 Cocks Cottages, Newtown & Clostina, Main Street.(prize £20 each)

Basket & Containers

1st prize – 1 Avon Court

2nd prize – Lyncote, Main Street

3rd prize – Old Manor, Court Lane

A special mention goes to the residents of Crabtree Leys for their cumulative effort for kerb appeal.

13.
25/100 **To consider VAS warranty (Elan City)**

The Chairman advised that the cost of warranty extension was £199 annually plus vat. Various discussions took place and it was agreed by all that the extended warranty should be purchased. Proposed SB Seconded MP.

25/101 **To receive updates on the proposed MUGA event to be held in September.**

The Village hall Committee advised that an event was being held in the hall on the same day so parking would not be available. Report by Cllr Farmer deferred to the next meeting.

25/102 **To consider inclusions for monthly Parish Magazine.**

Items to be included in the next Parish Magazine;

- NDP Update – Cllr Penny
- MUGA Event Update – Cllr Farmer
- Community Speedwatch – Cllr Rea

25/103 **To consider a donation to Offenham PCC for a contribution towards producing the Parish Magazine**

Various discussions took place relating to the increase in pages and the additional costs incurred. It was agreed to donate £700. Proposed CA Seconded IG

25/104 **Member & committee reports:**

Report from Footpath Warden – None

Report updates on Rural Communities – None

VHC – Cllr Moclair reported that the new batteries to support the solar panels were now in place which should give substantial savings on energy. He added that the VHC were holding an event on the 20th September to raise funds for the British Heart Foundation which he hoped would be well supported. Tickets were available for £10. He made a request for donations for raffle prizes.

Disaster Emergency Plan (only if updates have taken place) – Information regarding new plan found in the Clerk’s Report.

To receive progress report from The Neighbourhood Plan Steering Group

The Steering Group met in July with Cllr Penny providing a comprehensive report which is appended to the minutes. In addition, a formal request for funding of £10k to be set aside from the PC budget towards the completion of the ONP was considered. The Chairman stated that £10k was held on FTD which could be allocated. Proposed IG Seconded SB.

25/105 **To receive financial update and approve bills for payment etc**

At bank:

Current account	00649818	£15065.98	as at 20.07.25
Deposit account	07277881	£63121.21	as at 20.07.25
FTD 3 Month		£10000.00	

<u>V No.</u>	<u>CHQ NO.</u>	<u>PAYEE</u>	<u>NET</u>	<u>VAT</u>	<u>TOTAL</u>
30	002158	Wake Committee -Insurance donation	715.00		715.00
31	002159	Offenham Village Hall - Hire July	30.00		60.00
32		Offenham Village Hall - Hire August	30.00		
33	002160	Smart Cut Ltd - May	230.00	46.00	552.00
34		Smart Cut Ltd - July	230.00	46.00	
35	002161	Playdale Ltd - Cradle seat	193.50	38.70	232.20
36	002162	Diane Cox - Salary	369.11		383.51
37		Diane Cox - Mileage	14.40		
38	002163	Becky Bowser -Salary	691.44		760.84
39		Becky Bowser - Mileage	21.60		
40		Becky Bowser - Admin	47.80		
			2572.85	130.70	2703.55

25/106 **To be advised of planning matters including:**

Applications:

W/24/02415/FUL - Land at (OS 0591 4577), Laurels Avenue, Offenham , Evesham
A residential proposal for 23 dwellings, Public Open Space, SuDS basin and associated infrastructure.
**OPC Recommends – Approval (submitted)*

W/25/01408/PIP - Linden Vale, Evesham Road, Offenham, Evesham, WR11 8SA
Permission in Principle for up to two dwellings
OPC comment: OPC support this application.

25/107 **To advise items for the next meeting.**

- Neighbourhood Plan progress report – Cllr Penny
- MUGA Event – Cllr Farmer
- Petanque Pitch discussion – Cllr Moclair
- Playground Roundabout – Cllr Muxworthy
- Good Villager Competition results
- Update on the Ferry – Cllr Rea
- Website update – Clerk
- Feedback from Offenham Rovers FC re installation of safety netting - Clerk

25/108 **To consider date and time for next meeting** – The Parish Council meeting will commence at 7.30pm on Monday 1st September 2025 to be held at Offenham Village Hall.

Meeting closed at 9.45pm

Signed
Chairman, Offenham Parish Council

Date.....

Open Forum

No members of the public present.