

Minutes of the meeting held 19 June 2025 at the Bowls Club, South Littleton

Present: Councillors: Helen Quigley-York, Shannon Cawood (Chairperson), Victoria Sevier & Sally Ashwin

In Attendance: Sean Arble (Clerk)

- 091 Apologies received from Cllrs D Jones, R Jones, T Ward & H Robson.
- 092 Cllr Cawood declared a pecuniary interest in Minute 096 Ref 41, 51 & 53.
- 093 No dispensations requested.
- 094 The **Council resolved** to approve the **MINUTES** of the meeting held 15 May 2025 at the Scout Hut, South Littleton.
- 095 The meeting was not suspended for Public Question Time.

FINANCE

- 096 The **Council resolved** to approve the payment schedule.

Payment References; those in previously paid

Ref	Payee	Details	Net	VAT	Total	
	A Taylor	odd jobs at Rec ground	£60.00	£0.00	£60.99	29.05.25
	R Jones for B&Q	paint supplies for the S Meadows bus shelter	£54.15	£0.00	£54.15	29.05.25
43	WDC	Allotment rent	£62.50	£0.00	£62.50	19.06.25
44	Lloyds	April bank fee	£4.25	£0.00	£4.25	DD June
45	Nick Lane	Lengthsman May	£185.00	£0.00	£185.00	19.06.25
46	Wicksteed	repair kit for surface near merry-go-round	£173.30	£34.66	£207.96	"
	S Cawood for Waitrose	Chair Allowance	£26.38	£0.00	£26.38	11.06.25
48	Clerk	May wage	£865.00	£0.00	£865.00	19.06.25
49	HMRC	Council NIC	£67.20	£0.00	£67.20	"
50	Clerk	May expenses	£121.05	£1.08	£122.13	"
51	A Taylor	remove ivy along Rec Ground fence line	£195.00	£0.00	£195.00	11.06.25
	Midlands Air Ambulance	donation	£129.50	£0.00	£129.50	"
	A Taylor for INSYNIC	Handyman Insurance	£123.27	£0.00	£123.27	"
54	BG 303	electric April 25	£143.10	£7.15	£150.25	DD June
55	BG 307	electric April 25	£112.25	£5.61	£117.86	DD June
56	S Arble for IONOS	Website 313342	£10.00	£2.00	£12.00	15.05.25
57	CPPL	rope ladder for LaLido unit	£542.60	£108.52	£651.12	19.06.25
58	S Cawood	Amazon ink cartridge	£19.86	£3.97	£23.83	"
59	Smart Cut	May Cut	£610.00	£122.00	£732.00	"
60	Smart Cut	May Cut	£610.00	£122.00	£732.00	"
61	N&M Littleton PC	Link fee 2024-25	£858.00	£0.00	£858.00	"
	TOTAL		£2,209.70	£406.99	£5,380.39	

- 097 The Clerk requests cllrs to present receipts which include the VAT.
- 098 May 2025 Reconciliation noted.
- 099 May 2025 Income & Expense Report noted.
- 100 The Council completed Section 1 of the 2024-25 Annual Governance Statement.

101 The Council completed Section 2 of the 2024-25 Annual Governance Statement.

102 Cllr Ashwin raised the issue of continually engaging the same Internal Auditor.
ACTION: Clerk to ask WCALC about the situation.

103 The Provision for the Exercise of Public Rights was published on 12.06.25.

104 **ACTION: Clerk to forward Risk Assessment to Cllr Ashwin.**

105 WCC Cllr H Robson Report: Report emailed to cllrs 18.06.25. Cllr Cawood presented the report at the meeting.

Busy Start at County Council: Attended induction sessions and first full council meeting on 22 May.

Leadership Elected: Council leadership and chair elected at full council.

Shape Worcestershire:

- Public consultation on council reorganisation live at shapeworcestershire.org.
- Survey open until end of June.
- Town & Parish Council event on 23 June, 6pm at Wychavon offices to discuss the changes.

Planning Updates:

- *Sheenhill Solar Farm:* Engagement session attended on 28 May; concerns raised about cumulative local impact. Online consultation open until end of June—responses encouraged.

106 WDC Cllr J Ciotti: Cllr Cawood presented the report at the meeting.

ACTION: Clerk to forward report to cllrs.

New Council Leader: Cllr Richard Morris elected as leader in May, replacing Cllr Chris Day. He prioritises the economy and town centre reform.

Executive Changes:

- Cllr Emma Stokes – Resources, street cleaning, waste and recycling
- Cllr Emma Kersey – Deputy Leader, Planning
- Cllr Paul Middlebrough – Local Government Reorganisation

Bankside College: New specialist FE college for autistic young adults (16–25); employer open event on 11 June.

Honeybourne Solar Farm: Public presentation held; no planning application submitted yet.

Cllrs Ashwin and Robson attended the presentation.

ACTION POINTS

107 D4 – **ACTION: Clerk to draft a proposal for the repair of the stone wall on the north end of the Rec Ground.**

108 **ACTION: Cllr Cawood to draft a proposal for a village survey concerning future projects.**

109 D8 – **ACTION: Cllr Quigley-York to draft a proposal to plant a hedge around the Rec Ground instead of purchasing new posts and rails and weed whacking guards. ACTION: Clerk to contact Offenham PC regarding the hedge they planted.**

110 **ACTION: Clerk to request update on balance beam delivery date.**

- 111 G1 – Possible storage space at Bowls Club. **ACTION: Cllr Cawood to investigate possibilities.**
- 112 K5 – Stone Wall at Bowery Cottage - **ACTION: Cllr Robson to enquire with the WDC Conservation team about the use of cement on the dry-stone wall.**
- 113 K8 – Cllr Cawood to meet with Hartwell on 20.06.25. Cllr Ashwin stated that the Council should report positive traffic events.

CLERK'S UPDATE

Correspondence for Consideration

- 114 30.05.25 email cutting verge outside Sandpiper on Station Rd. **ACTION: Clerk to enquire with Cllr Robson.**
- 115 19-5.25 email re EV charging in the parish. **ACTION: Clerk to respond that the Council isn't currently interested in moving street furniture to provide EV facilities. However, the parishioner is welcome to attend a meeting to explain their position.**
- 116 18.05.25 parishioner email re dredging the South Meadows Brook. On 20.05.25 the Clerk responded with an explanation of the Council's actions to date to mitigate flooding from the brook.
- Tabled Correspondence (not otherwise noted on Agenda or Action Tracker):
- 117 **30.05.25 Smart Cut £190 quote per cut for Shinehill Lane verges.**
- 118 Cllr T Beddowes resigned his seat on the Council. 10.06.25 email from J Morgan (WDC) stated that an election was called in South Littleton. The election will be 21 August if there are two or more candidates registered between 18-25 July.
- 119 Police Crime # 22/448522/25 for the post & knee rail.
- 120 Police Crime # 22/46238/25 for the surfacing around the merry-go-round.
- 121 28.05.25 email from A Dec regarding poor communication of the proposed solar farm between Honeybourne and South Littleton. **ACTION: Cllr Cawood to request MP response.**
- 122 20.05.25 Wychavon Rural Fund email inviting the Council to submit a full application by 12pm on 16.06.25. The Council could not meet this deadline therefore an application was not submitted.
- 123 D Taylor 28.05.25 quote for dry stone wall repair located on the north end of the Rec Ground. £160-200 per square meter for both sides using existing stone on site. Recommends concrete capping.
- 124 Smart Cut quote to replace rotten posts and rails on the Rec Ground and add strimmer guards to each post. £2508.43 plus VAT. A Taylor thought it best for a bigger firm to handle the job as the goal is to do the job fairly quickly. L Farmer was asked to quote; no quote received.
- 125 14.06.25 email re training opportunities. **ACTION: Clerk to register Cllr Ashwin for the Planning Nuts & Bolts & Code of Conduct sessions.**
- Correspondence sent (not otherwise noted on Agenda or Action Tracker)
- 126 31.05.25 Cllr Cawood email to B Barnes re HGV traffic issues in the parish.
- 127 18.05.25 Clerk email to V Clarke re Council not inclined to pay for pest control services.
- 128 17.05.25 email to C Grant-Parkes re repairing his section of the brook fence.

- 129 Reported issues (not otherwise noted on Agenda or Action Tracker): None

PLANNING

- 130 The Council resolved to object to W.25.01019.HP – Oellison, Farm Lane: construction of log cabin within rear garden to provide annexe accommodation. **ACTION: Cllrs to forward objections to the Clerk.** Comments due to WDC by 26.06.25.
- 131 APP.H1840.W.25.01019.HP appeal was allowed. SLPC objected to the application and was represented at the hearing by two cllrs.

NEW MOTIONS FOR COUNCIL CONSIDERATION

- 132 The **Council resolved** to adopt the Biodiversity Policy.
- 133 The **Council resolved** to approve the WCC 2025-26 Lengthsman Agreement.
- 134 The **Council resolved** to approve the 2025-26 Lengthsman Contract.
- 135 The Council noted the Grass Cutting Location & Specification Document.
- 136 Cllr Cawood did not submit a written proposal for the bin on the Rec Ground. She decided the appropriate bin for the location was too expensive.

CLLR REPORTS AND FUTURE AGENDA ITEMS

- 137 The July meeting will be held at 7:00pm at the Bowls Club.
- 138 The meeting closed at 9:05pm.
- 139 **DATE AND VENUE OF NEXT SCHEDULED MEETING** at 7:00pm on 17 July 2025 at the Bowls Club, South Littleton.

Signed Denise Date 17/07/25

PUBLIC QUESTION TIME NOTES - none