



# HALLOW PARISH COUNCIL

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Chair: Hazel Kemshall

Parish Clerk: Julia Hixson

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Minutes of the meeting of Hallow Parish Council on Monday February 10th, 2025, at 7.00 p.m.

**In attendance: Cllrs Kemshall (Chair), Marson, Sylvester, Nall, Grange, Shelton-Smith.** 5 members of the public were present.

## AGENDA

### 1. Apologies for Absence

Apologies were received from Cllrs Walker, Holmes and Ambury

### 2. Declarations of interest and applications for Councillor Dispensations subject to the Localism Act 2011.

Cllr Marson declared an interest under planning item 6. Cllr Grange declared an interest in Parish matters item 8.4. Both would leave the meeting at the relevant times.

### 3. Public Question Time

There were no questions raised.

### 4. Minutes of the previous Parish Council meeting January 10<sup>th</sup>, 2025.

The minutes were approved as a true record, proposed by Cllr Grange and seconded by Cllr Kemshall.

### 5. Neighbourhood Development Plan and South Worcestershire Development Plan Matters – updates.

The Chair explained that there were no updates this month but that this would remain as an agenda item pending future Government policy changes, revisions to the South Worcester Plan and general updates.

### 6. Planning Applications:

#### Update and review of:

**Rose cottage** – approval noted.

**Planning Application Consultation M/25/00075/FUL 1 Brownes Way, Hallow, Worcester, WR2 6LE.** Cllr Marson left the meeting. Cllrs held an open discussion on the pros and cons of the application for extended opening hours and its impact on neighbouring properties and on the village as a whole. A decision to make no comment was proposed by Cllr Grange and seconded by Cllr Shelton-Smith, all agreed.

### 7. Governance and Financial Matters

7.1 Bank Reconciliation – reviewed, approved and duly signed.

7.2 BACS list for approval – reviewed, approved and duly signed.

7.3 Amend standing orders to define meeting quorum as 4 not 3 Councillors – reviewed, approved and duly signed.

7.4 Discuss possible transition to .gov.uk domain – web site and email addresses. Cllrs briefly discussed the proposal and agreed in principle that this would be a sound proposal. The clerk was asked to obtain firm quotes for implementation for review in April 2025.

7.5 Update and approve IT policy 2025. Cllr Marson advised that the policy needed further detail added. The clerk was tasked with reviewing, updating and re-presenting in March 2025.

### 8. Parish Matters

#### 8.1. Traffic and speeding in Hallow – review of data and updates on action and proposed new signage.

- 8.1.1 M Ganner and D. Spilsbury were thanked for their work in operating and collecting data from the VAS machines. Reports were presented from the Moseley Road and Braithwaite's close VAS machines detailing average speeds exceeding the speed limit for between 20 and 75% of vehicles depending on the time of day. Average speeds ranged between 35-40mph. Maximum speeds recorded exceeded 75mph. Cllrs were advised that the VAS machines would be turned every month to refresh the view for oncoming drivers. The Chair asked whether turning the VAS could be performed safely in all respects. This was confirmed. The Clerk advised that the speed awareness team do not have the resources to accept our data recordings but that our continued aim or raising our issues had led to the senior traffic enforcement officer studying the entire village routes, suggesting new roundels, new painted road signage, replacement of a bollard, and the request for more speed enforcement activity though recent enforcement monitoring had shown average speeds of 34.5mph – not high enough to warrant further enforcement. Traffic and speeding will be an agenda item every 2 months.

8.1.2 Cllrs discussed speeding in general and the proposal by Highways dept to replace a number of worn 30mph roundels at a cost of approx. £900. Cllr Marson had suggested alternative signage as evidenced in Warwickshire, stating 'it's still 30mph' and 'had you forgotten it's 30mph' and other slogans. The clerk was tasked with determining whether permission would be needed to add such non-compliant signs to our existing posts. Cllrs decided to proceed with the Highways dept plan for new roundels, proposed by Cllr Nall and seconded by Cllr Sylvester. All agreed.

**8.2 Footpaths – update on revised walking routes in the village – deferred to March meeting and to include PROW's.**

**8.3 Cricket – review and discussion in preparation for the 2025 season.**

Chairman of Hallow Cricket Club Andy Harley outlined his plan to encourage children and youths to play cricket at Hallow, to improve the sociability of Hallow cricket and the limitations posed by the current Pavilion facilities. He put forward a proposal to erect a large storage container to the rear of the Pavilion, remove all equipment from inside the Pavilion, decorate the interior, construct a temporary drink serving facility and install drinks fridges. This would foster a more sociable environment for players and supporters inside rather than outside and be entirely financed by the Cricket club. Drinks would be given and not sold. Cllrs discussed and the following key points were made:

There is no alcohol license; the storage container would need to be moveable pending Pavilion replacement; the drinks serving facility and fridges would also need to be internal, moveable and not of wooden 'shed' design as depicted to Cllrs; fire escape routes must be maintained; liaison with football club over changes and storage of equipment. Cllr Kemshall proposed creation of a temporary counter over which drinks can be given out, a storage unit as above and fridges. Seconded by Cllr Marson and all agreed.

**8.4 Review and update on Pavilion replacement.**

Cllr Grange left the meeting. The Chair explained that 3 Pavilion designs had previously been presented to Parishioners and a part traditional design of low maintenance oak composite (similar to the scout hut) had been the preferred option. The internal layout provided a light, open construction including a meeting room limited by utilising the current footprint to minimise costs of installation and service provision. Cllrs reviewed the internal layout which would need updating to meet current safeguarding standards for changing rooms and showers. Cllrs Walker and Marson had been active in pursuing a funding grant from the FA in association with Sport England. A new funding window will open this Spring. Hallow Parish Council is in a strong position thanks to prudent financial management which is viewed favourably by funding providers and Cllrs are keen to progress plans this year.

A zoom meeting had been held with FA representatives in which full support for our project was pledged and application criteria were outlined. Next steps include:

- Clerk to research tendering process. Cllr Marson offered support. Cllrs suggested a 3-pronged approach – 1) tender for the whole project, or 2) tender for removal of the old and 3) building and fitting out the new. Cllrs were asked to vote to enable the Clerk to draw up tender documents, proposed by Cllr Kemshall and seconded by Cllr Nall. All agreed.
- The Chair proposed the Council to fund the architect to revise the plans to meet current needs. All agreed.
- Engaging with MHDC lead on sport (Clerk had provisional meeting)
- The Chair proposed the creation of a sub-committee to oversee the project – Cllrs Marson, Walker, Nall, Sylvester, Shelton-Smith. All agreed.
- Additional points raised included: concern over glass frontage breakage, including costs of repair to the pitch after construction, alternative sports facilities during construction.

**8.5 Consider request from Hallow Parish Hall for contribution towards hall, electricity and bin costs.**

Cllrs discussed the request and agreed to continue to pay 50% of the bin cost this year and to make a notional donation towards electricity of £50. Proposed by Cllr Marson and seconded by Cllr Kemshall. All agreed.

**8.6 Discuss broadband connectivity information – deferred to March meeting.**

**8.4 For noting - West Mercia Police - town and Parish report for 2024– deferred to March meeting.**

**8.5 Discuss use of car park – to inform Cllrs of new events web calendar on PC website and to encourage organisations to consult before booking major events - deferred to March meeting for noting only.**

**Addition:** Cllr Marson asked for an additional item to be included – the setting up of a budget committee for the forthcoming financial year. All agreed. The committee will comprise Cllrs Marson, Kemshall, Ambury, Holmes, Sylvester. The budget would be presented to Cllrs at the March meeting.

Meeting closed 8.53pm End of minutes.

NEXT MEETING: TBC

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