



HALLOW PARISH COUNCIL

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Chair: Hazel Kemshall

Parish Clerk: Julia Hixson

Minutes of the Parish Council Meeting of Hallow Parish Council held on Monday 4th November 2024 at Hallow Village Hall

PRESENT: H. Kemshall; M. Silvester; Heidi Shelton-Smith, Lynne Ambury, Sheila Nall, Anne Holmes, Julia Hixson (Clerk) and 4 members of the Public

AGENDA

1. **Apologies for Absence** were received from Cllr Marson, Cllr Grange and Cllr Walker.
2. **To consider the co-option of applicants for the vacancies of Office of Parish Councillor. We are in receipt of 1 application.**
Anne Holmes was co-opted unanimously.
3. Councillors welcomed Ann and witnessed the **signing of acceptance of Office**. A **declaration of interests** form was provided for completion.
4. **Declarations of interest and applications for Councillor Dispensations subject to the Localism Act 2011.**
Chair Cllr Kemshall stated the importance of declaring interests and pecuniary interests to Councillors and Members of the public in attendance and asked if anyone present was representing any group or would like to declare any interest in any of the agenda items. None were declared.

5. Public Question Time

Members of the public are invited to give their views and question Parish Councillors on issues which are part of this Agenda, or to raise issues for consideration by the Parish Council at a future meeting. Please note that individual questions, or statements will be allowed at the discretion of the Chair, they must be concise and are limited to a maximum of 3 minutes per person. Public time should NOT be used to raise issues of general maintenance or other routine matters- queries/comments should be addressed to the Clerk at hallowparishcouncil@gmail.com

PLEASE NOTE THAT MEMBERS OF THE PUBLIC WILL NOT HAVE AN OPPORTUNITY TO ASK QUESTIONS, OR MAKE COMMENTS AT ANY OTHER TIME DURING THIS MEETING AND SHOULD REFRAIN FROM DOING SO.

Mrs Unwin questioned the correct use of CIL monies, asked to re-site the playground, asked for the playground equipment to be replaced with maintenance-free equipment, and asked for the car park to be extended. The Chairman advised Councillors that these subjects had been raised in the past, that meeting time was finite, and that a full response would be given to Mrs Unwin within 14 days. Mrs Unwin accepted.

6. **Minutes of the previous Parish Council Meeting:** October 20th, 2024
Approval of the minutes was proposed by Cllr Shelton-Smith and seconded by Cllr Nall.
7. **Neighbourhood Development Plan and South Worcestershire Development Plan Matters** – updates and NPPF consultation.
No updates received. MHDC is running an online workshop Nov 7th to outline changes and possible strategies. Clerk and any other Cllrs may attend (link sent). Chair, Cllr Kemshall suggested that recent change of Government meant that the future of the National Planning Framework is uncertain. Cllrs agreed that Hallow's withdrawal of the current NDP was prudent to avoid incurring costs incurred to make revisions when the SWDP was late and future Government plans are unknown. The Chair added that development of the NDP had always been funded through grant funding rather than Precept. The NDP would be re-visited in 2025.

8/7A Planning Applications and updates: None

7. Governance and Financial Matters

- 7.1 Bank Reconciliation – examined and approved.
- 7.2 BACS list for approval – examined and approved.

7.3 Motion to adopt updated Standing Orders revised 2024. – motion to approve proposed by Cllr Ambury and seconded by Cllr Silvester.

8. **Training for Councillors:** Chair Cllr Kemshall suggested a group training session with all new and existing Councillors to attend. Due to a normally low level of Parish business in December, it was proposed to replace the December Parish Council meeting with a training session on either 2nd or 9th December and defer business to January 2025. All agreed. Clerk to arrange.

9. **Parish Matters**

a. **Consider replacement of broken bins – 2 at bus stop and 1 opposite.**

Clerk had clarified with waste and recycling that replacement of bins is the financial responsibility of the PC. Quotes – with goodwill 5% discount obtained. Handyman or Lengthsman to be asked to fit. Cost approx. £350 (depending on whether brackets can be re-used. All agreed. Proposed by Cllr Ambury and seconded by Cllr Kemshall. Clerk to action.

b. **Proposal to use CIL £1082.83 from Park Acre development towards Hallow playground equipment maintenance (agreed with MHDS CIL Officer as meeting required criteria for use of CIL).**

Chair Cllr Kemshall explained the basis and use of CIL for the benefit of new Councillors and the proposal to use the CIL for repair of the playground train or other play equipment. Cllr Holmes stressed how well used the playground is. Cllr Silvester advised the importance of maintenance to ensure safety. All agreed. Proposed by Cllr Nall, seconded by Cllr Shelton-Smith. Clerk to action.

c. **Proposal to donate £150 to HVCG for use on forthcoming events including Santa sleigh event.**

Chair Cllr Kemshall explained that the PC normally fund the village Christmas tree and provide financial support for many other village events throughout the year including donations, band music, security, fencing. HVCG were praised for their excellent village events, community engagement and fundraising. All agreed to the funding and that HVCG should have discretion over project spend.. Proposed by Cllr Holmes, seconded by Cllr Nall.

d. **Chair Cllr Kemshall proposed a formal vote of thanks for Mike Ganner and James Basford** for their work on VAS. Approval for the purchase of a compatible mobile phone to extract VAS data was approved. All agreed. Proposed by Cllr Kemshall and seconded by Cllr Shelton-Smith.

10. **Proposal for Clerk to manage Parish business if there is no meeting in December 2024.**

Cllrs agreed to delegate powers to the Clerk until the next PC meeting in January 2025. Proposed by Cllr Ambury, seconded by Cllr Kemshall.

11. **Proposal to move into private time for staffing matters and taking of Councillor photos.**

Meeting closed 8pm

NEXT MEETING: TBC

Minutes Published on 7th November 2024