SEDGEBERROW PARISH COUNCIL

Minutes of Sedgeberrow Parish Council Meeting Held at 7.15pm on Wednesday 21st January 2026 at Sedgeberrow Village Hall

Present: J Williamson (Chairman), Cllrs S Morris, A White, A Howe-Double, R Chubb and R Hunt

In attendance: County Councillor Hardman, District Councillor Sims, 2 parishioners and Mrs N Nicholson (Clerk)

1. Apologies

District Councillor Kearsey, and Cllr Jackson.

2. Declarations of Interest

- Cllr Howe-Double – Director of Parsons Grove Residents' Management Company
- Cllr Hunt – Chairman of the Village Hall Committee

Democratic Time

A resident asked regarding the tree planting on the bio-diversity site; their concern was how close together the trees were being planted. The Chairman advised that he had requested a copy of the management plan but had not been received as yet; his understanding was that the biodiversity was not managed by Wychavon District Council directly but by a third party on their behalf. Cllr Simms advised she would follow this up with the Biodiversity Officer at Wychavon District Council.

Mr M Parker gave an update on his progress on retirement. The oil buying group had been successfully passed to the Parish Council, he was however struggling to find 3 willing volunteers to take over SeSaMe, he asked if the Parish Council could try and help recruit some willing volunteers, if not it would have to be closed down and any remaining funds passed to a similar body. Members suggested adding an advertisement in the next Newsletter.

Cllr Sims drew attention to the Wychavon District Council climate policy update in her report, and a copy was passed to Mr Parker.

3. Minutes of the Last Meeting

The minutes of the meeting held on 19th November 2025 were proposed by Cllr Morris, seconded by Cllr Chubb, agreed by all and signed by the Chairman as a true record.

4. Policing Matters – Local Thefts and Sedgeberrow Security Working Party

Cllr Morris updated the members as follows:

Cllr Morris advised that there had been 2 public meetings with good attendance, Officer Prentice and a colleague had attended and spoke about increased domestic security. The handouts they left had all been passed to the WI group.

Cllr Morris advised there had been a presentation from Stuart Bennet regarding installing ANPR (automatic number plate recognition) into Sedgeberrow, they had set up a white board for concerns to be gathered and there was a vote that was broadly supportive; Cllr Chubb would circulate the exact vote numbers.

The members thanked Stuart Bennet for his well-researched presentation.

The suggestion of a chicane system on the B4078 was well supported, but this currently was not supported by Worcestershire County Council Highways policy.

Cllr Morris and Cllr Chubb would do a formal write up of the outcomes to be circulated; it was noted that there had been an anonymous offer of £5000 towards the installation of ANPR.

The next stage would be to write a spec to enable gathering of 3 ANPR tenders, it was noted the Parish Council were looking at a passive system that the police can request data from; the system would need very responsible data management in line with GDPR or the data become inadmissible.

It was noted that District Councillor Kearsey was supportive and had suggested some funding could be applied for from the Police and Crime Commissioner.

The Chairman thanked Cllr Morris and all the members of the working party.

5. County and District Council Reports

County Councillor Hardman:
County Councillor Hardman advised regarding the County Council having a 72 million pound funding deficit. Cllr Hardman advised that Worcestershire County Council were applying to the Government to increase Council tax by 10%, he noted that it was currently the third lowest in the Country.

The Chairman asked for an update on the installation of the agreed 'Village Only' sign. Cllr Hardman would try and ascertain a time frame.

The Chairman raised his concerns regarding HGV's mounting the verge and pavement when passing the playing field, (Glebe meadow on Winchcombe Road). The road is simply too narrow to accommodate 2 HGV's passing; he had previously circulated photos of pedestrians having to move out of the way, and suggested that a weight limit be introduced. Cllr Hardman advised that this had been reviewed and refused by Worcestershire County Council in the past, the Chairman advised that the larger HGV's were increasing in numbers and frequency and the Triangle industrial estate was bringing more traffic through Sedgeberrow. Cllr Hardman suggested a 7-day traffic survey should be the starting point to reopen discussions with Worcestershire County Council highways and he would action.

The Chairman asked Cllr Hardman if there was any further update on the s106 money allocated to Worcestershire County Council to improve bus access and that the Parish Council would like to use to improve the bus shelter and stop on Main Street.

District Councillor Reports:
District Councillor Sims talked through her report, which focused on the draft climate change overview, noting more frequent adverse weather affecting businesses and schools etc.

Cllr Morris thanked District Councillor Sims for her and her Wychavon District Council colleague Ben Price for their assistance in getting the village craft group a £300 grant to enable them to continue for a further 12 months.

District Councillor Kearsey:
The Chairman gave an overview of Cllr Kearsy's report, noting she had involved enforcement regarding the signage outside 'Portway Farm'

Cllr Kearsey had encouraged members to engage in the consultation on the local government re-organisation.

6. Highways Matters – Direction sign

As discussed under County Council report.

7. Glebe Meadow

Insurance: The clerk confirmed that the Parish Council insurer would cover Glebe Meadow at no extra cost, Cllr Chubb was asked to review the level of cover and confirm it was adequate, once the clerk added Glebe to Parish Council insurance, the VHC would need to remove from their policy.

Risk Assessment: Cllr Howe-Double had added Glebe Meadow and all its activities and equipment to the Parish Council risk assessment, this was reviewed and agreed by all and signed by the Chairman.

Tree works: Cllr Chubb advised that he had acquired two quotes and that A.R Lewis the local tree surgeon was more competitive; members agreed that A R Lewis should be contracted and the works would be completed prior to 1st March.

Other repairs: Cllr Chubb advised that most of the repairs had been completed by M Woodhouse for £90, outstanding was the replacement gate post, seeding and painting of woodwork.

Litter bins: It was noted that the new bins had been installed and paid for.

Disability Access: Cllr Chubb advised that he was drafting a specification with support from the chair with a view to obtaining quotes and was hoping to approach Wychavon District Council to access grants for the work.

Annual inspection: The Clerk confirmed she had added the Glebe Meadow to the ROSPA safety inspection and that both parks would be inspected in March.

Signage: Cllr Howe-Double was adding the logo and would circulate the wording and examples to be agreed via email.

8. Jubilee Play Area

Signage: As agreed for Glebe Meadow, Cllr Howe-Doble would circulate for approval.

Safety Fencing: Cllr Howe-Double advised that the prices from Sovereign Play was £6188 and Commercial Play £10092, these both include full site operational costs and installation. The supply only cost would be £3468 this included the recommended 'swing close' gate. Cllr Howe-Double had an offer from a local person to install for £300, but it was unclear what the insurance implication would be. Members were unclear on whether the fencing was a legal requirement or necessary when the Jubilee Park had been unfenced since its inception and the costs were significant. Cllr Howe-double felt it was best practice and a necessary safety feature that he would like to see installed.

Members decided to wait and see if it was raised as a concern on the forthcoming ROSPA inspection and review again at the March meeting.

9. Planning

a) Comments made on planning applications to Wychavon:

- *The Chairman explained that detailed comments from the Parish council had been submitted following an application regarding the need for EIA (Environmental Impact Assessment) screening for a proposed urban development of 155 houses and a shop. He explained that at this stage the application was asking if they required an EIA and Wychavon District Council had advised that they do not. The Chairman advised that at this stage there was no actual planning application submitted and the site was not in the Neighbourhood Plan or in the emerging SWDPR. However, the language used regarding an "urban extension" suggested how little the consultants understood about the existing scale of the village.*

b) Applications approved:

- Applications Approved: W/25/02170/FUL Oakwood, Sandfield Lane. Proposed removal of horticultural glass house, and change of use and erection of stables, menage and horse walker for private use.
- W/25/02131/HP and associated ref: W/25/02132/LB The Mill, Winchcombe Road. Conversion of car port and loft of residential annex to create two extra bedrooms, associated alterations to front and rear elevations

c) Applications refused: None.

d) Updates on approved developments:
There was no update on the Springfield development consultation. No application or further information had been received.

e) Updates on enforcement cases raised in November:
The clerk advised that enforcement were still considering issues at Holloway Agri Drain; the photos the officers had requested had been sent.

10. Updates

New Community Hall / Legacy Grant: No updates this month. It was noted there was still no application or update on the Springfield site.

Neighbourhood Plan: It was noted that the Neighbourhood Plan would need swift review once the SWDPR was adopted to ensure it was aligned, current and up to date.

Additional Defibrillator:
Cllr Jackson had secured a fully funded defibrillator for Sandyfield Lane, the Chairman and members noted big thanks to Cllr Jackson, it was noted there would likely be a small fitting cost for the Parish Council to pay.

Pétanque Piste:
Cllr Morris advised that the organised games had ceased during the winter months. It was agreed as there was currently no fundraising activity the extra fundraising insurance policy would lapse and the Pétanque Group along with PC members would evaluate what was required. Agreed that this would be resolved by email as necessary. The clerk would be including Glebe Meadow in the Parish Council insurance, and she would ascertain if the Pétanque activities on Glebe were covered sufficiently.

Parish Games:
Cllr Morris advised that Sedgeberrow had come 2nd overall in the whole of Wychavon District Council which is a remarkable achievement for a village the size of Sedgeberrow considering the much larger towns and villages they were competing against. The team had been given a special bonus for getting the highest number of points without a competition win.

The next recruitment evening was planned for early March and the £100 for refreshments was agreed by the members. It was included in the annual budget.

Inconsiderate Parking:
It was noted that Wychavon District Council enforcement officers had attended at the school and members hope they would attend regularly. Members discussed pavement parking around the pub.

11. Finance

The bank reconciliation for November and December was confirmed by Cllr Chubb.

Precept Budget 2026/2027:
The precept budget had been worked up by Cllr Chubb and the clerk it had been circulated for review; it was proposed for a 0% increase or as near as possible, this would be a request of £13700. This was proposed by Cllr Hunt and seconded by Cllr white and agreed by all. With a larger increase likely from County Council and the Parish council having a decent amount of funds currently, this was thought best for the Parishioners.

Payments made since the last meeting were noted.

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Date	Payee	Details	Supplier Total	Payment by
paid on 28.11.25	Mrs N Nicholson	clerk salary - Nov	£ 451.07	S/O
paid on 28.11.25	Mrs N Nicholson	clerk WFH allowance	£ 26.00	S/O
paid on 05.12.25	M Woodhouse	lengthsman services - Nov	£ 170.00	S/O
paid on 05.12.25	Wychavon District Council	Litter bin insall and dog waste move	£ 1,576.78	bacs
Paid on 05.12.25	B J Unwin	Tree safety inspection	£ 300.00	bacs
Paid on 10.12.25	M Woodhouse	Glebe Meadow works	£ 90.00	bacs
paid on 19.12.25	Lloyds bank	banking fee	£ 4.25	
paid on 28.12.25	Mrs N Nicholson	clerk salary - Dec	£ 451.07	S/O
paid on 28.12.25	Mrs N Nicholson	clerk WFH allowance	£ 26.00	S/O
paid on 05.01.26	M Woodhouse	lengthsman services - Dec	£ 170.00	S/O
paid on 08.01.26	Evesham signworks	newsletter printing	£ 200.00	bacs
paid on 08.01.26	SEMATA Ltd	accounts software	£ 75.00	bacs
paid on 14.01.26	HMRC	Empoyers NIC April - Oct	£ 10.22	bacs
Paid 14.01.26	HMRC	Empoyers NIC Nov - Jan	£ 15.33	bacs
paid on 19.01.26	Lloyds bank	banking fee	£ 4.25	
to pay on 22.01.26	Mrs N Nicholson	clerk OPE	£ 15.30	bacs
to pay on 22.01.26	Village hall	meeting room hire security group	£ 40.00	bacs
		CURRENT ACCOUNT EXPENDITURE	£ 3,625.27	
Receipts				
Date	**Payee**	**Details**	**Total**	**Receipt by**
04.12.25	Worcestershire County Council	Lengthsman reimburse Saug & Sept	£374.00	bacs
		TOTAL RECEIPTS	£374.00	

12. Village Newsletter and Parish Logo

Cllr White had circulated the logo all members have seen and approved, it now required to be in a usable and transferable format for the clerk to use on the paperwork and website and for Cllr Howe-Double to use on the Play Park signage.

Cllr White advised that there had been an unfortunate and a bit embarrassing printer error and blank pages had been included in the first batch of the Autumn Newsletter, but the printer had rectified and given a discounted price to compensate.

Cllr White advised he was looking to have all articles received and go to print 14th March with a view to distribute the Spring newsletter around 20th March.

13. Village Maintenance

Bus Shelters:
As noted under the County Councillor report.

Community Litter Pick:
Cllr Hunt would organise a community litter pick in May. It was hoped that equipment could be loaned from Wychavon District Council, which would supply litter bags and arrange collection of the filled bags. It was proposed to involve school children, and there may be a cost associated with providing high-visibility vests, unless the school can provide.

14. Environmental Issues & SeSaMe Oil Buying Club

Cllr White advised that Certas had delivered very slowly with various concerns raised so he would not retain them on the supplier list.

It was noted that the dividends were to be received into the Parish Council and ring fenced for environmental items and towards the running of the Newsletter. There would likely be funds to transfer to the other villages in the buying group.

It was noted to include an advert in the Newsletter to try and get volunteers to take over SeSaMe.

15. Correspondence for Information / Discussion

The members discussed if there would be a need for an additional housing site in the reviewed Neighbourhood Plan

17. Future Agenda Items and Reports

S106 release and use was discussed, currently earmarked by Parish Council towards the new community hall but the specific allocation required review and releasing the money would require application to the Wychavon District Council localism committee with the pricing and quotes.

Date of next Meeting: Wednesday 18th March 2026

To be held at Sedgeberrow Village Hall, within Sedgeberrow C of E School. 7.15pm start.

Meeting closed: 10.05pm

Signed: _____ Date: _____