



HALLOW PARISH COUNCIL

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Chair: Hazel Kemshall

Parish Clerk: Julia Hixson

Minutes of the meeting of Hallow Parish Council on Monday 10th March 2025, at 7.00 p.m. at the Committee room at the Hallow Village Hall.

Present: Cllrs Kemshall (chair), Marson, Nall, Sylvester, Walker, Ambury
3 members of the public. Quorum confirmed.

1. Apologies for Absence

Apologies were received from Cllrs Grange, Shelton-Smith and Holmes

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

None declared.

3. Public Question Time

A question was raised as to why the deferred February agenda item of Car parking was not published on the March agenda. The Chair referred to meeting minute 8.5 March 2025 which states '**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**'.

It was advised that the web site calendar is simple and is in early development, has been advised to all groups requesting them to advise key event dates to the clerk and to consult the web calendar to try to avoid clashes.

4. Minutes of the previous Parish Council meeting February 10th. 2025.

Acceptance of the minutes was proposed by Cllr Nall, seconded by Cllr Sylvester and all agreed.

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

There were no updates to report, but the item will remain a standard agenda item in order to alert Councillors and the Public to track and keep interested persons advised. It was noted that housing targets have been increased for the area.

6. Planning Applications:

6.1 Planning Application Consultation M/25/00151/FUL North Lodge, Main RoadHallowWorcesterWR2

Cllrs discussed the proposed application and decided to make official comment. Proposed by Cllr Sylvester, seconded by Cllr Marson and all agreed.

6.2 For noting only: (U64012 Shoulton Lane, Hallow) (Temporary Closure) Order 2025

6.3 For noting only: Planning Application M/24/01418/LB – Shoulton cottageShoultonHallowWorcesterWR2

7. Governance and Financial Matters

7.1. Bank Reconciliation – Cllrs reviewed and duly signed

7.2. BACS list for approval – Cllrs reviewed and duly signed

7.3. Update and approve IT policy 2025

Cllr Marson was thanked for noting additional amendments required to the previous draft. Cllrs approved the updated policy document, proposed by Cllr Ambury, seconded by Cllr Marson and all agreed.

7.4. Review proposed 2025/26 financial budget

Following several scrutineering meetings of the budget group of councillors, the final draft showing a balanced budget was presented. Cllrs had previously agreed not to increase the precept for the year ahead. Volunteers were praised for their invaluable help in mitigating and saving costs for areas such as the old churchyard, VAS and other areas. Increased costs for the coming year would include development of the new pavilion and possible spend on planning issues. It was proposed to review the budget on a 3 monthly basis and make adjustments where necessary. The budget for the year ending 31st March 2026 was recommended to Councillors, proposed by Cllr Marson, seconded by Cllr Ambury. All approved.

8. Parish Matters

8.1. Community Infrastructure review and update

Allocation since 2022 had been reviewed and reconciled. All CIL for the year to 31st March 2025 has been allocated. Part of previous years CIL receipts had been allocated to reserves for the new pavilion. Cllrs were advised of S106 funds remaining available. The clerk was tasked with contacting MHDC to understand fully the timing and mechanism for drawing on S106 monies. Please also see more S106 detail under 8.3 below

8.2. Footpaths and PROW's – update on revised walking routes in the village

Item carried forward to next meeting

8.3. Review and update on Pavilion replacement

Cllrs were updated and discussed the amendments that had been made to the internal layout of the new pavilion to meet current accessibility and safeguarding standards as advised by the FA. Councillors agreed to a meeting of the small group pavilion committee (Cllrs Kemshall, Marson, Walker) asap to further progress the plan updates, to share the plan with the FA rep to ensure alignment with their requirements and report back at the next HPC meeting. The need to ensure timely progress was emphasised to produce compliant plans as soon as possible, with fully drafted specification, to commence the tendering process asap.

Cllrs agreed that there is a need for hard path access and lighting to the new building and that this may be actioned as a separate project. In addition, there would be a need for accessible parking near the new pavilion. Cllrs agreed to task the clerk with determining whether S106 could be used for an access path and parking area, proposed by Cllr Kemshall, seconded by Cllr Nall.

8.4. Discuss broadband connectivity information

Cllrs continue to promote and give support to any plans to improve connectivity.

8.5. For noting - West Mercia Police - town and Parish report for 2024

Noted

8.6. Discuss repairs to the gravel vehicle track around the green

Cllrs viewed 2 quotes received from local contractors to excavate the existing gravel and re-spread and re-compact it. Cllrs discussed the origin, ownership, public use of the green, liability, setting any precedent, sharing the cost of repair, and the longevity of any potential repairs. Cllrs unanimously agreed not to make a contribution unless responsibility or liability can be clearly established.

8.7. Review of website events calendar – for noting

Previously referred to under agenda item 3. Noted.

8.8. Consider request by Worcester Citizens Advice bureau for funding assistance.

Cllrs reviewed the request for funding assistance, the number of Hallow families that have been reported to have received assistance from CAB and agreed to make a £500 donation. Proposed by Cllr Walker, seconded by Cllr Sylvester, all agreed.

8.9. Consider request for funding for wildflower seeds and plugs for old churchyard and Hollybank
Item deferred to April pending more information and consultation with volunteer group

8.10 Update on non-regulation speed signage proposals and other speeding matters.
WCC highways have advised that alternative speed signage is would not be authorised for use.

8.11 Local authority devolution briefing paper for initial discussion
Cllrs noted and will await further updates as devolution plans are advised.

NEXT MEETING: TBC

Meeting closed 8.35pm

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