



## HALLOW PARISH COUNCIL

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Chair: Hazel Kemshall

Parish Clerk: Julia Hixson

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**Draft minutes Hallow Parish Council meeting Tuesday 6<sup>th</sup> May 2025 at 7.15pm  
approx.(following the Annual PC meeting**

**In attendance: Cllrs Kemshall (Chair), Sylvester, Marson, Shelton-Smith, Nall, Grange, Ambury  
3 members of the public**

**1. Apologies for Absence, confirmation of quorum.**

Received from Cllrs Holmes and Walker. The meeting was confirmed as quorate.

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

Cllr Grange advised an interest in sport and therefore the Pavilion. The Chair confirmed that no financial information would be discussed and no proposals would be discussed or voted on, therefore Cllr Grange would not need to leave the meeting. No other interests declared.

**3. Public Question Time**

3 members of the public spoke as follows:

- In opposition to the proposed planning application for a children's home on Oakleigh Avenue
- A request to cut back Hollybank with a view to making it a safer and more open space for children to play
- Giving thanks to the Cllrs for what they do and offering help with future neighbourhood planning

**4. Minutes of the previous Parish Council meeting April 14th 2025**

The minutes were accepted as a true record, proposed by Cllr Ambury and seconded by Cllr Nall and all agreed.

**5. Planning Applications:**

5.1 Planning Application Consultation M/25/00477/FUL 24 Oakleigh AvenueHallowWorcesterWR2 6NG

Chair advised that she had made enquiries and sought information about such planning applications and their implications. Cllrs discussed the need for such facilities balanced with the selection of appropriate premises. Cllrs agreed to object to the application and the Chair would make formal comment.

**6. Governance and Financial Matters**

6.1 **Bank Reconciliation** - reviewed and accepted

6.2 **BACS list for approval** – reviewed and approved

6.3 **Approval and adoption of Hallow PC internal control policy** -good practice under the Accounts and Audit Regulations 2015 – The policy was reviewed, and adopted, proposed by Cllr Ambury and seconded by Cllr Marson and all agreed.

**7**

**Parish Matters**

**7.1 Proposal to adopt a registered provider migrate to a .gov domain and emails following clarification on costings and service provision**

Cllrs approved the Clerk's recommendation to employ PCW to carry out the work to move to 'gov domain and emails, commencing May 2025.

**7.2 Finalise plans for the Annual Parish Meeting Monday 19<sup>th</sup> May at 7pm**

Cllrs agreed to take responsibilities as follows: Cllrs Nall, Shelton-Smith to meet and greet and count; Cllrs Ambury, Kemshall and Silvester and Walker to be at display board to talk to villagers, collect comments sheets and recruit volunteers.

Preparation of display boards: The following Cllrs agreed to liaise with invited groups: Shelton-Smith Cricket club; Cllr Ambury Tai Kwando; Cllr Holmes would be available to advise on PROW issues, Cllr Kemshall Handmade in Hallow, Hallow School, and to recontact the Scouts.

### **7.3 New pavilion updates**

The Chair updated Cllrs on progress towards costings, application for S106 monies, and architect suggestions to reduce the risk of balls breaking the glass frontage. Cllr Grange advised that high spec laminated glass could be the solution as this has been used on previous repairs.

### **7.4 To receive a report from Cllr Nall regarding condition of benches and picnic tables**

Cllr Nall advised that she had examined all furniture from the north of the village to the south. All street furniture was in more than reasonable condition, the only areas suggested for remedial action are 2 benches on Hollybank with rotten planks and the bus shelter opposite the Crown which collects leaves and is unwelcoming. The handyman is due to work on the benches and will be requested to give the bus shelter a spring clean. The old timetable notices could be removed./replaced. The Chair thanked Cllr Nall for her comprehensive report.

### **7.5. To receive a report from Cllr Sylvester regarding playground maintenance**

Report not available therefore item carried forward to June. Clerk advised that the inspection report for April 2025 listed all items as of low or very low risk - not requiring remedial work.

Next meeting Monday 2<sup>nd</sup> June

Meeting ended 7.50pm

