

HARVINGTON PARISH COUNCIL

Draft Minutes of the Ordinary Parish Council meeting held in Harvington Village Hall on Wednesday 8 July 2026 at 7.45pm

Present: Cllrs. Mr Salter; Mrs Allison; Mr Powell; Mr Jones; Mr Brownlee; Ms Smith; District Cllr. Reeves, Neighbourhood Watch Co-ordinator.

In attendance: Mrs J White (Clerk) and 0 Parishioners.

26. Apologies: Cllr. Mr Colebrook; Cllr. Barker; County Cllr. Mrs Bell; Police.

27. Interests/Dispensations: None declared.

Register of Interests: Councillors reminded they should ensure these are kept up to date.

28. Reports:

No County Cllr. reported presented.

Dist. Cllr. Mr Reeves:

- Wychavon District Council have been served a 62a notice, meaning that any development over 10 houses enables applications to be sent directly to the Government's Inspectorate. This is a result of there being 10.7% of applications being previously refused and then overturned. Applications will still be measured against planning policy and local representation is available, but there are no opportunities for planning committees or appeals.
- However, Wychavon District Council have demonstrated a rate of 5.5% over the last year, so they are seeking a remedy to remove the 62a notice.
- The Public Space Protection Order (PSPO) has undergone discussion at Executive level and is now expected to move forward to consultation stage.
- Introduction of a £5,000,000 fund to include but not limited to: free swimming for under 16's and over 60's, selected reduced fares on some buses, 1 hour's free parking, support for apprentices, support for families facing financial hardship, speech and language support, and community projects.
- The District Councillor is currently championing both the Mick Hurst tourism centre and the Greenway project. With the unitary council elections in May 2027, spending will be halted for new projects, so it is important to continue to make headway with these projects in the meantime.
- The Police Safer Neighbourhood Team were in Harvington today, to meet with residents to hear their concerns, but resident turnout was low. The District Councillor meets with Evesham SNT monthly and welcomes feedback to pass onto the SNT.
- A reminder that responses to the Harvington Housing Needs Survey closes soon; will be shared on the District Councillor's social media.
- It has been noted that surveyors have been assessing the land behind Blakenhurst. In relation to the new SWDP, there is an interactive map showing up to 3 plots of land, though any applications would still need to go through the normal planning process.
- We are expecting to find out the decision on the Local Government Reorganisation (LGR), to ascertain if Worcestershire will be one unitary authority or two; decision to be communicated on 13th July 2026.

Neighbourhood Watch Co-ordinator:

- A draft flyer was submitted to the parish council in May 2026 and circulated on the council's website and social media, designed to encourage neighbours to join the Neighbourhood Watch Scheme. The Neighbourhood Watch Co-ordinator will liaise with the Clerk to introduce and circulate a shorter, online form.
- There are approximately 74 members on the neighbourhood watch site, who aim to work together and within the community to improve safety across the community. New members are welcome to join.

No police report presented.

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Public Question Time: Meeting suspended at 20:15, reconvened at 20:25. Notes appended to these minutes.

29. Minutes: Proposed by Cllr. Jones, seconded by Cllr. Brown and **resolved** by all those present that the Minutes of the Annual Parish Council Meeting, held on the 10th June 2026, be adopted. Duly signed by the Chair.

30. Clerk report:

- a) Harvington Parish Council's Facebook and Instagram pages are now live:
<https://www.facebook.com/profile.php?id=61589665007190>
<https://www.instagram.com/harvingtonclerk3578/>
- b) The council has been notified of the sad passing of the long-serving Parish Games secretary, Sue Collins. Our condolences go out to her family and friends.
- c) Query regarding the allotments directed to the managing agents.
- d) Query regarding the housing needs survey, responded to 8.6.26.
- e) Website has been updated to ensure broad compliance with public sector body requirements for accessibility (2.2 AA Website Content Accessibility Guidelines).
- f) Query received regarding ownership of stables in Grange Lane and the possibility of a new horse-riding business within the village.
- g) Footpath 506 (along playing field) has been reported to Parish Paths Warden, who on inspection found that whilst there is summer growth, it is not obstructing the path. The County Council do have it on their schedule to be strimmed.
- h) Overgrown path at Blakenhurst entrance and hedge on Stratford Road reported to Rooftop.
- i) Weeds growing on footpath along Harvington Lane, reported to Norton & Lenchwick PC's Clerk on 23.6.26.
- j) Clerk has requested an update on path 508B re barbed wire as a safety hazard, awaiting update from WCC, 29.6.26.

31. Cllrs. report:

31.1 Quarterly Asset Report (Cllr. Jones) – the asset list is being re-worked to improve readability and ease of categorisation. It was noted that the grit inside the grit bin needs replacing.

32. Council Matters: to consider the following:

32.1 The Council formally noted the removal of the Council's General Power Of Competence.

32.2 Receipt of the Annual Inspections (x2) and agreed remedial work: Inspections of the Playing Field and Jubilee Orchard took place in June 2026, remedial works on the report in red have already been addressed/in progress.
 Concerns over the deterioration of the MUGA nets was discussed and deferred to the September agenda, to assess action required/possible remedial options.
 The report noted a trip risk around the Sutcliffe climbing frame. It was agreed that a quote for new chippings to top up the bark would be sourced by the Clerk, in order to remove the trip hazard.

32.3 Request for a bench: to consider the placement of a new bench, Station Road. Initial advice from Highways has cautioned it may not be possible; Clerk to request Highways view the site and survey the area to advise on the possibility of a new bench.

32.4 Training Policy: updated, reviewed and agreed as proposed by Cllr. Powell, seconded by Cllr. Smith, and **resolved** by all to adopt the updated policy.

32.5 Training record review: It was noted that the majority of training has been completed by all councillors. Cllr. Brownlee is a new councillor and Cllr. Smith will review her availability to join upcoming training events.

33. Financial Matters: the following considered:

33.1 Schedule of payments: and summary of accounts to 08.06.26, agreed as proposed by Cllr. Brownlee, seconded by Cllr. Powell and **resolved** by all present.

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33.2	<u>Bank Reconciliation:</u> as at 06.07.2026. Agreed and signed by Cllr. Smith.
33.3	<u>Effectiveness of Internal Review Policy:</u> annual policy update, as proposed by Cllr. Jones, seconded by Cllr. Powell and resolved by all to accept the changes.
33.4	<u>Proposal to change Internal Auditor:</u> and accept the associated quote. The change of auditor was proposed by Cllr. Allison, seconded by Cllr. Jones and resolved by all to accept the change and accept the quotation.
33.5	<u>School Prize:</u> to provide the school prize (cost £24) and the cost of sign-writing on the Honours board. Prize will be presented by Cllr. Powell, as proposed by Cllr. Smith, seconded by Cllr. Allison and resolved by all to provide the prize and cost of sign-writing.
33.6	<u>Renewal of domain name:</u> consideration given to the preservation of the old address and the decision not to renew the url was proposed by Cllr. Smith, seconded by Cllr. Brownlee and resolved by all.

34.	<u>Planning:</u>
34.1	<u>Planning Application to be Considered:</u> W26/01413/HED Golf Course And Premises, Manor Farm Leisure, Anchor Lane, Harvington, WR11 8PA. Proposal: Description of Proposal: Removal of 4m of hedgerow from each of 3 hedges to allow erection of a deer fence. No objection.
34.2	<u>Planning Application to be Considered:</u> W26/01376/LB Harvington Lodge, Brickyard, Harvington, WR11 8LY. Proposal: Repair and refurbishment of listed Harvington Lodge farmhouse including re-roofing with insulation, repair and replacement of windows and doors, rainwater goods works and associated maintenance. No comment.
34.3	<u>To note planning decision:</u> W/26/00744/HP, 57 Village Street. Single-storey rear extension decision Refusal.
34.4	<u>To note planning appeal decision:</u> Appeal Ref 6003206, land off Leys Road, adjacent Leys Barn. Appeal dismissed.
34.5	<u>To note planning decision:</u> W/26/00931/FUL, Leys Barn Farm, Leys Road: Erection of replacement building to replace existing damaged building. Approved (subject to conditions).
34.6	<u>To note planning decision:</u> W/26/00815/HP, 15 Brookdale: First floor side extension, replace rear conservatory and replace lean-to porch with pitched roof porch. Approved (subject to conditions).
34.7	<u>To note planning decision:</u> W/26/00567/CPLU, Avalon, Hughes Lane: Certificate of Lawfulness for the proposed formation of habitable room in roof space with rear dormer and velux rooflights. Approved. Certificate of Lawfulness granted.
34.8	<u>To note planning decision:</u> W/25/02430/HP, Magnolia, Station Road: Rear extension replacing single brick garage. Removal of existing roof (flat and pitch) to completely replace above new expanded structure with insulated, dormer loft rooms. Addition of small porch to front elevation. External insulation and render. (Variation of condition 2 of W/25/00099/HP - amendment to dimensions of extension, the siting of the front doorway, the material of the roof tiles and the siting of a rooflight). Approved (subject to conditions).
34.9	<u>To note planning decision:</u> W/26/00815/HP, Seaton, Alcester Road: Single-storey rear extension. Approved (subject to conditions).
34.10	<u>HNP Minutes:</u> to note.

35.	<u>Correspondence circulated to members:</u> a). NALC Chief Executive's bulletin – 8.6.26 b). CALC Councillor's weekly briefing – 8.6.26 c). NALC Events newsletter – 10.6.26 d). NALC Chief Executive's bulletin – 15.6.26 e). WDC Parish Council event – 15.6.26 f). Neighbourhood Watch Our News – 17.6.26 g). WDC Social Media guidance – 17.6.26 h). NALC Chief Executive's bulletin – 22.6.26 i). CALC Councillor's weekly briefing – 23.6.26 j). West Mercia's PCC Newsletter – 29.6.26 k). CALC Councillor's weekly briefing – 29.6.26
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| | <p>l). Worcs. CALC AGM invitation – 29.6.26
m). Local SNT Policing Priorities – 29.6.26
n). NALC Chief Executive's bulletin – 29.6.26
o). Heart of England Forest (Harvington Wood) invitation event – 1.7.26</p> |
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36.	<u>Pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960</u> it is resolved that, because of the confidential nature of the business to be transacted, the public and press leave during the consideration of the following items on this Agenda:
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Clerk's Pension: to formally minute the fact that the Clerk is eligible to join the pension scheme and it had been agreed that this will be the LGPS.

A contract amendment has been agreed to reflect the change in HMRC business mileage rate, claimed by the Clerk.

Meeting closed at 21:03

Public participation: Meeting suspended at 20:15 reconvening at 20:25.

- a). A resident has highlighted concerns over the deterioration of the new surface on Leys Road.
- b). Concern highlighted about the weeds outside the shop to the right-hand side. Clerk to contact owners.
- c). An update on Footpath 508B barbed wire was requested; Clerk confirmed this has been reported to WCC and awaiting their review.
- d). A request for traffic calming or a reduction in the speed limit has been received for the Stratford Road. Clerk to await information from Highways about the matter.
- e). The local SNT have confirmed that Leys Road and Stratford Road have been requested as permissible sites for speed gun use, to help tackle speeding within the village.
- f). Concern that the hedge is obscuring the give way sign on the crossroads; this has been reported to Rooftop and will be followed up again by the Clerk.
- g). Concern regarding a white car parked on the pavement on Crest Hill, obscuring motorist's vision, as a potential accident. Matter to be referred to PC Lakin by the Clerk.
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Payments & Expenses

Payments for Authorisation - July 2026

Date	Payee	Details	NET	VAT	TOTAL	Relevant Power/Statutory Provision
10.07.26	Rob Baker (Orion Cleaning)	Bus Shelter cleaning	50.00	0.00	50.00	LGA 1972, 111
29.07.26	The Play Inspection Company	Playground Inspections x3	234.00	46.80	280.80	LGA 1972, 111
30.07.26	Limebridge Rural Services Ltd	Amenity contract (Jun), including provision of new planters/soil x3 (£660)	2402.00	480.40	2882.40	LGA 1972, 111
30.07.26	Simon Skeys (PL)	Parish Lengthsman (Jun)	319.50	0.00	319.50	LGA 1972, 111
31.07.26	HMRC	HMRC PAYE and NIC (Jul)	253.30	0.00	253.30	LGA 1972, 111
31.07.26	Mrs J White	Clerk salary & expenses (Jul)	1398.11	0.00	1398.11	LGA 1972, 111
TOTAL			4656.91	527.20	5184.11	

Payments 09.06.26 - 06.07.26:

Reference:	Payee	Details	NET	VAT	TOTAL	Relevant Power/Statutory Provision
P26-23	Worcestershire CAB	Donation	200.00	0.00	200.00	LGA 1972, 111
P26-24	Cltr. C Powell	Mobile Phone payment	14.98	0.00	14.98	LGA 1972, 111
P26-25	Lloyds	Service charge	4.25	0.00	4.25	LGA 1972, 111
P26-26	Defib Warehouse	Replacement pads First School	53.95	10.79	64.74	LGA 1972, 111
P26-27	Limebridge Rural Services Ltd	Amenity contract April 2026	1472.00	294.40	1766.40	LGA 1972, 111
P26-28	GEO X-sphere Parish Online	Parish Online mapping system	45.00	9.00	54.00	LGA 1972, 111
P26-29	HMRC	HMRC tax and NIC (May 2026)	248.97	0.00	248.97	LGA 1972, 111
P26-30	Mrs J White	Clerk salary and expenses (May 2026)	1368.28	0.00	1368.28	LGA 1972, 111
P26-31	Simon Skeys	Parish Lengthsman/Flood Alleviation	649.50	0.00	649.50	LGA 1972, 111
P26-32	WDC	Bin cleanse x3 (JO, Leys Rd, Crest Hill)	300.36	60.07	360.43	LGA 1972, 111
P26-33	Giff Gaff	Mobile Phone payment	5.00	1.00	6.00	LGA 1972, 111
TOTAL			4362.29	375.26	4737.55	

Amenity Contract:

Date	Payee	Details	NET	VAT	TOTAL	Relevant Power/Statutory Provision
Jun-26	Limebridge Rural Services Ltd	Amenity Playing Field mowing	246.00	49.20	295.20	LGA 1972, 111
		Amenity mowing contract	862.00	172.40	1034.40	LGA 1972, 111
		JO Maintenance	123.00	24.60	147.60	LGA 1972, 111
		Planters (1/8th) new bedding	511.00	102.20	613.20	LGA 1972, 111
TOTAL			1742.00	348.40	2090.40	

Receipts 09.06.26 - 06.07.26:

Reference	Receiver	Details	NET	VAT	TOTAL	Relevant Power/Statutory Provision
R26-7	Worcestershire County Council	Amenity cut funding	1569.74	0.00	1569.74	LGA 1972, 139
R26-8	Worcestershire County Council	Parish Lengthsman	576.00	0.00	576.00	LGA 1972, 139
TOTAL			2145.74	0.00	2145.74	

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Summary of Accounts

Harvington Parish Council 2026-27					
	<u>Budget</u> <u>2026/27</u>	<u>Receipts/</u> <u>Payments</u>	<u>Variance</u>	<u>% Spent</u>	Notes
Receipts					
Precept inc WDC Grant	55000.00	27501.00	27499.00		
WCC Amenity	1500.00	1569.74	-69.74		
VAT - Recoverable (and received)	10000.00	10010.64	-10.64		
Wayleave payment	48.00	0.00	48.00		
WDC - Flood Alleviation	450.00	0.00	450.00		
WCC - Lengthsman 2026-27	2500.00	576.00	1924.00		£2,427.39
Transferred from reserves	0.00	3505.00	-3505.00		
CIL Funds from reserves	0.00	0.00	0.00		
Transferred to reserves	0.00	0.00	0.00		Funds Cycleway project (N&L PC)
WCC Divisional Funds	0.00	761.50	-761.50		For defibrillators
Total	69498.00	43923.88	26335.62		CIL Funds remaining: £7288.25
Payments					
Staff costs inc HMRC and NI	20800.00	4619.06	16180.94	22%	
Clerical Expenses	200.00	107.00	93.00	54%	
Admin Expenses	620.00	112.65	507.35	18%	
Training	1450.00	40.00	1410.00	3%	
Subscriptions	1200.00	1200.99	-0.99	100%	
PC Insurance	1250.00	0.00	1250.00	0%	
Audit Fees	700.00	0.00	700.00	0%	
Grant/Donations	1100.00	200.00	900.00	18%	South Worcs CAB
Website	260.00	0.00	260.00	0%	
Village Newsletter	2280.00	105.00	2175.00	5%	
Amenity Contract main. PF	2500.00	1344.00	1156.00	54%	
Play Insp: + Asset Maint PF	2000.00	312.44	1687.56	16%	
Amenity Contract Maintenance JO	1200.00	123.00	1077.00	10%	
Ann. Inspect+ Assets JO,Lease	2400.00	0.00	2400.00	0%	
Planters	3400.00	804.00	2596.00	24%	
Street Lighting	2100.00	0.00	2100.00	0%	
Litter/Dog bins x 9	840.00	461.70	378.30	55%	
Xmas Tree	920.00	0.00	920.00	0%	
Defibrillators	1331.50	53.95	1277.55	4%	Grant of £761.50 added
Maintenance assets	2000.00	50.00	1950.00	3%	
Amenity Contract+ Trees	8500.00	1692.00	6808.00	20%	
Parish Lengthsman (FA)	600.00	103.50	496.50	17%	
Parish Lengthsman (outside of scheme)	1138.00	0.00	1138.00	0%	
VAT - Recoverable	5490.00	1188.82	4301.18	22%	
VAS Swarco Contract	1880.00	0.00	1880.00	0%	
Contingency	4100.00	25.80	4074.20	1%	
CiL funding transfer from reserves	0.00	0.00	0.00	0%	
Transfer to reserves	0.00	1000.00	-1000.00	0%	
HNP major review Costs	0.00	0.00	0.00	0%	WDC Funding grant balance £7850
	70259.50	13543.91	56715.59		
WDC - HNP Grant	1428.16	0.00	1428.16	0%	
WCC - PL Scheme	2500.00	1130.50	1369.50		
TOTAL	74187.66	14674.41	59513.25		

Treasurers Account: 01.04.26	1496.56
Income received	43923.88
Minus payments	15179.41
Treasurers A/C Total 06.07.26	30241.03

Business savings A/C	32786.86
Total in A/C	63027.89