

LIGHTHORNE PARISH COUNCIL

Minutes of The Ordinary Meeting of Lighthorne Parish Council - Held at Lighthorne Village Hall -
On Tuesday 13th May 2025 At 6.45pm

PRESENT: Parish Councillors: Cllr Lewis, Cllr Driver, Cllr Reynolds, Cllr Hickman, Cllr Thomas, Cllr Eason, Cllr Mills (WCC) & Cllr Parry (SDC).

IN ATTENDANCE: 1 member of the public.

1. **Apologies.**

None.

2. **Declarations of interests and consideration of dispensation requests**

None.

3. **Acceptance of minutes from April.**

The minutes were agreed.

4. **Public Participation**

A resident attended and thanked all councillors for their hard work over the year.

A resident asked if LPC could look into solar panels on the pavilion roof and grants for the same. Anticipated it could generate income. Clerk to look into obtaining quotes and seeing what grants are available. *Carried forward.*

5. **To elect a new Chairman and Vice Chairman.**

Cllr Lewis was proposed and seconded for Chair and unanimously elected. Cllr Driver was proposed and seconded for Vice-Chair and unanimously elected. *Item closed.*

6. **To review the code of conduct.**

It was agreed to continue with the current code of conduct. *Item closed.*

7. **To review the delegation arrangements.**

It was agreed to continue with the current arrangements. *Item closed.*

8. **To review the standing orders and financial regulations.**

It was agreed to continue with both as they currently are. *Item closed.*

9. **To review representation on external bodies.**

The roles and responsibilities list was updated and is on the website. *Item closed.*

10. **To confirm insurance arrangements.**

It was agreed to use Ecclesiastical Insurance Office plc and fix for 3 years to secure the lowest price going forward. *Item closed.*

11. **To review annual subscriptions.**

It was agreed to continue with NALC and WALC. *Item closed.*

12. **To set the meetings schedule for the year.**

It was agreed to meet once a month on the second Tuesday as previously. *Item closed.*

13. To review the asset register.

It was agreed that the asset register accurately reflected LPC assets. *Item closed.*

14. To review the LPC risk assessment.

It was agreed that the risk assessment was adequate but that the emergency plan needed updating – Clerk to update and circulate. *Item closed.*

15. To agree community benefit split with MMPC from the Solar Farm.

MMPC have offered to split 50:50 with LPC – as their site is slightly larger than ours, we all agreed and thanked them for their generosity in offering 50:50. *Item closed.*

16. Matters arising from the minutes and previous meetings

a. To consider LPC's response to the issue of Primary Healthcare at GLH
Andy Smith recapped and updated: It is hoped that Lindsay Ward, Practice Manager at St Wulfstan, will attend the Upper Lighthorne Parish Council AGM on the 14th May to explain the benefits of Social Prescribing. Meanwhile there has been no indication of progress towards the Homes England supported temporary GP facility. Planning application 23/01706/REM, remains without a determination, despite the extension of the target date from 31st October 2023 to 14th March 2025. This application remains key to progress. ULPC are being encouraged to try and have a meeting with SDC to progress the matter. Should ULPC not show any motivation for taking the matter forward themselves, LPC might have to withdraw its involvement. *Carried forward.*

b. Neighbourhood Plan update.

A housing needs survey was due to be circulated in April, but due to WCC's rural housing needs enabler misunderstanding the dates being suggested we are now hoping that the survey will be circulated in June. *Carried forward.*

c. Update regarding Severn Trent works on Moreton Morrell Lane.

STW have now agreed to pay for temporary repairs so that the road can be opened whilst full and permanent repairs are discussed and financed. WCC indicate that these temporary repairs will be completed in 6 weeks. We will continue to chase a permanent repair of the road and verges. *Carried forward.*

d. Update from WCC Highways regarding clearance of obstructive over growth on Post Office Lane.

WCC have written to the home owner and will come out to inspect after 14 days. LPC are of the view that the bush needs taking back to the wall and will pass this on to WCC. *Carried forward.*

e. To consider any action required following flooding on 22nd March.

Clerk has been in contact with the Flood Management Team at WCC and they have asked for reports and evidence from the affected properties so that they can assess all the evidence and see if or how they can assist protecting houses in the village in the future. Clerk to continue gathering reports and evidence and submit to FMT. *Carried forward.*

17. Planning

a. Applications for comment since last meeting

- i. none

b. Decisions to note since last meeting

i. 25/00699/TREE	1 The Bank	Granted
ii. 25/00529/TREE	Bishops Farm House	Granted

c. **Enforcement.**

18. Parish Council Reports – To receive reports on:

a. Playground – Further tidy/cut back on Sunday 18th May from 10am to 12noon – clerk to advertise date.

19. Reports from Ward Representatives of SDC and WCC – on website.

20. Financial Administration

a. Lighthorne cash book balances at 8 th May 2025	
i. Current account	£8426.17
ii. Allocated reserves account	£16543.82
Total	£24969.99
b. Income since last meeting	
i. May rent from Pavilion Café	£740.00
ii. Precept	£8,000.00
iii. Yu Energy	£250.00
c. Expenditure since last meeting	
i. Clerks wages 30 hours @ £17.34	£520.83
ii. Bank charges	£4.25
iii. Water (April)	£91.67
iv. Nick Jenvey – grass	£572.00
v. Nick Jenvey – grass	£572.00
vi. WALC/NALC annual	£274.00
vii. Trevor Gill – internal audit	£490.00
viii. Laura Newberry – printing costs	£25.20
d. Agreeing accounts for payment	

It was agreed that the accounting format going forward would have the complete month rather than ‘from the last meeting to the Thursday before the meeting’ – June would be from this meeting until end of May, thereafter 1st to last day of each calendar month preceding the meeting.

21. Correspondence.

Many thanks to our litter picking team who did an amazing job on Sunday 4th May collecting 5 bin bags full of rubbish from all of the roads and paths leading in and out of the village. Thanks to Chris Mills for arranging collection of the bags via Street Scene on Monday morning. The next litter pick will be on Sunday 1st June, meeting on the Village Green at 11am. *Item closed.*

A huge thank you to everyone involved in planning, setting up and running the VE Day Beacon and the VE Day Street Party. Both events were extremely well attended and thoroughly enjoyed. *Item closed.*

22. Other reports and items for future agendas.

The possibility of Lighthorne having its own flagpole had been raised at the street party and was a hugely popular idea. Clerk to look into purchasing and installing a flag pole. To make enquiries with WCC whether or not planning permission would be required for June's meeting. *Carried forward.*

Khalsa have updated that they cannot relocate the container to the far side of the sports field, so they will build a new shed instead and arrange for the container to be removed. The area under and around the container can also then be surfaced and tidied up. *Item closed.*

23. Date of next meeting: Tuesday 10th June 2025 at 6:45pm.

MEETING CLOSES at 7:30pm