

CROWLE PARISH COUNCIL

Clerk: Joe Tinson

Email: clerk@crowlepc.co.uk Tel: 07352 103631

Minutes of a Meeting of the Parish Council held on: Thursday 14th May 2026, 19:02 at Crowle Millennium Hall, Committee Room

Present: Councillors Lawrence Wall (acting Chair of the meeting), Steve Bott, Rod Smith, Donna Kennedy and Clerk Joe Tinson

In attendance: two police officers and three members of the public

05.26.1 Election of Chair

- Cllr Dawson-Jones provided a written report to advise she was happy for re-election
- It was **RESOLVED** to elect Cllr Dawson-Jones as Chair
- As Cllr Dawson-Jones was not in attendance the signing of the Declaration of Acceptance of Office could not be done at the meeting

05.26.2 To receive and approve apologies for absence

Apologies were received and approved from Councillors Ruth Dawson-Jones, Stephen Denne, Donna Kennedy (arrived at 19:45), District Cllr Margaret Rowley and County Cllr Linda Robinson

05.26.3 Election of Vice Chair

- It was **RESOLVED** to elect Cllr Wall as Vice Chair

05.26.4 Declaration of Interests & Dispensations

- None

PUBLIC SESSION

The meeting was now adjourned for Public Question Time

- What will be done about overgrowth down Turnpike Road, Crowle Green Corner and by the Chequers pub
 - Answer – Hedges and verges cannot be cut at this time of year so will have to wait until late summer
 - **Action** – Cllr Smith will check if any of the paths mentioned are public and can be looked at by the County Council
- Does the Parish Council have all allotment holder contacts now
 - Answer – Cllr Smith said all allotment holders, who agreed, have been added to the new WhatsApp group
- Has the allotment gate code and What3Words, at the back of Jubilee field, been given to emergency services
 - Answer – The front gate to the Parish Hall car park, the height barrier and the first gate to the field has been given
 - **Action** – Rob Moore will give the emergency services the What3Words and lock code

05.26.5 Chair's Welcome and Remarks

- a) Cllr Dawson-Jones provided a written report, the highlights were:
- **Facilities Review**
 - Thanked Rob Moore and the working group for volunteering their time for the drop in events
 - These seemed well attended and positive overall
 - There were some queries and concerns raised, mainly about the scale of the developments and how these would be funded, which have been answered as best can be for now
 - **Clerk update**
 - Congratulations to our new Clerk who has completed his probation period
- b) **Action List**
- Not many have progressed
 - **Action** - Cllr Kenndy asked for an action from a previous meeting to be added to the list by the Clerk
 - Rob Moore was asked about quotes he was getting for path improvements; he will endeavour to get two more

05.26.6 Minutes

- It was **RESOLVED** that the Minutes of the Parish Council meetings held on 9th April 2026 and 28th April 2026 be approved as a true and accurate records. The acting Chair signed the minutes at the end of the meeting

05.26.7 District and County Councillor Reports

- a) **District Council** - Cllr Margaret Rowley provided a written report, the highlights were:
- Wychavon's Intelligently Green Plan
 - This has gone through a review in the last year
 - Trying to achieve net zero by 2050
 - Local residents can join the sustainability campaign and earn Green Points
 - The top six earners each month win a £50 voucher
 - Residents can sign up here: www.wychrewards.co.uk
- b) **County Council** – Cllr Linda Robinson's provided a written report, the highlights were:
- Worcestershire Community Services Directory
 - Provides support for local health, wellbeing and social activities
 - Local organisations can also register their service at: www.worcestershire.gov.uk/csd
 - Natural Networks
 - Since 2018 they have provided wildlife conservation advice and funding to community groups and businesses across Worcestershire
 - For more information or to get advice you can visit: [Natural Networks | Worcestershire Wildlife Trust](http://NaturalNetworks|WorcestershireWildlifeTrust)
 - Rob Moore used this service to create a report for the Facilities Project wilding area
 - Compost Awareness Week (3rd – 9th May)
 - As part of compost week just gone, residents can get a 220 litre compost bin for just £10 (plus postage)

- To find out more information go to: <https://getcomposting.com/>

05.26.8 Land & Highways Management Matters

a) Parking issues in Crowle and ongoing management

- No new issues were reported
- Parking by school safer due to chicane to force cars to slow down
- School sent out a reminder this week to parents, asking to be considerate when parking and leaving drives clear

b) Community Recreational Facilities Project - feedback

- Rob Moore sent through a detailed report on the feedback received for the project before the meeting to all councillors
- Rob Moore also said there were plenty of volunteers for the planting of trees
- Rob Moore and Cllr Denne are putting together a leaflet to go out with the Crowle Cryer to address all the feedback
- It was suggested that individuals with criticism to be responded to directly as well
- Cllr Smith and Cllr Bott believe the Parish Council needs to be transparent going forward and address concerns (for example: extra traffic)
- It was **RESOLVED** that the revised plan was approved and can be put forward for planning application
- Cllr Kennedy added:
 - Thanks to Rob Moore for his work
 - The drop in events were well attended and positive
 - It was also pointed out that the plan had changed due to feedback, for example the cycle mud track will be repositioned away from the allotments and wilding area

c) Flooding on OTR and Lower Crowle

- No update

d) Parish Paths Warden

- No update

e) To discuss any other highways related matters and agree any actions necessary

- **Action** – Cllr Smith to contact Cllr Robinson about getting some deer road signs after some incidents

f) To discuss any other land management matters and agree any actions necessary

- Bollards on green space on Pear Tree Way
 - Bollards appeared with no notice to the Parish Council
 - It was asked if that space has bollards does the County Council plan on putting them on a similar green at the end of School Lane
 - **Action** – Clerk to ask that the Parish Council are informed in future and would the County Council consider the green at the bottom of School Lane(lease.webcams.trend) a risk

05.26.9 Correspondence

a) Correspondence since last meeting

- i. Damaged stile off Old Turnpike Road

- Cllr Smith has reported this to Cllr Robinson
- ii. Weeds on pavement near Bredicot Lane & VAS update
 - The weeds were dealt with by the lengthsman, after contact from the Clerk
 - Cllr Robinson has not responded to requests for information about the VAS speed signs and was not in at the meeting to ask
 - iii. 'Men's Shed' proposal
 - Information sheet circulated to the full council prior to the meeting
 - It was agreed it was a great idea
 - Rob Moore has made space on the new Facilities Project (2029 phase) that has been agreed by the organiser, but the organiser wants to get it going sooner
 - Rob Moore went to first meeting and four others turned up
 - The organiser will be putting an advert in the Crowle Cryer
 - Rob Moore suggested some projects for them to do for the Facilities Project
 - iv. Query as to who resurfaces the tennis courts
 - **Action** – Rob Moore will send over information from his quotes he has recently received for the resurfacing of the Parish Council's tennis courts
 - v. Oak tree being cut down opposite Froxmere Road, does the Parish Council have any comments on a replacement
 - This tree is on County Council land
 - **Action** – Clerk will go back to them to let them know
 - vi. Citizen's Advice have requested a donation
 - It was **RESOLVED** to not donate to Citizen's Advice
 - This was due to not having funds for donations to non-local community organisers
 - **Action** – Clerk will respond with a polite rejection

05.26.10 Planning

a) New applications / decisions for information

- i. W/26/00518/PIP - Rose Cottage, Netherwood Lane - Permission in Principle for the erection of 1 self-build dwelling - **Refused**
- ii. W/25/01214/HP - 7 Bramley Close, Crowle – Appeal for a side two-storey extension – **Approved**
- iii. W/26/00628/HP The Orchard Old Turnpike Road Crowle WORCESTER WR7 4AG - Erection of two outbuildings (retrospective)
- iv. W/26/00697/HP Glebe Orchard Church Road Crowle Worcester WR7 4AX - Extensions and alterations to bungalow and detached garage
- v. W/26/00869/HP 24 Pear Tree Way Crowle Worcester WR7 4SB - Rear orangery extension
- vi. W/26/00859/FUL 67 Froxmere Road Crowle Worcester WR7 4AL - Erection of a single dwelling - (Variation of Conditions 2 and 5 Ref. W/23/01601/FUL)
- vii. W/26/00700/CLPU 67 Froxmere Road Crowle Worcester WR7 4AL - Certificate of Lawfulness for proposed extension of side wing of original house, new roof to side and rear single storey areas to improve dilapidated state

- viii. W/26/00912/TDC5 - Summerfields, Church Road - Technical Details Consent for the erection of 4no. dwellings and associated works (retention of Summerfields) following the grant of Permission in Principle ref. W/23/01755/PIP
 - Cllr Dawson-Jones provided a written report to advise that:
 - “Following my email highlighting the most recent applications, it was determined to make no comment on any of the outstanding applications”
 - All councillors saw the email from Cllr Dawson-Jones going through these planning applications
 - Cllr Rowley provided a written report to advise that:
 - viii. W/26/00912/TDC5 - Summerfields, Church Road –
 - “It does now appear that permission has been given for the development to connect to the public sewer. Hopefully this means that plans to improve Crowle’s sewage treatment plant are being implemented. I will make further enquiries regarding sewage treatment the other proposed developments apart from the Spitfire Homes development which already has permission from Severn Trent.”
- b) **Major applications**
 - There were no new applications for consideration
- c) **SWDPR update**
 - No update
- d) **Neighbourhood Plan Steering Group**
 - Cllr Denne provided a written report to advise that:
 - “Following the Extraordinary PC meeting held on 28 April 2026, all the NDP documents were submitted to Wychavon for processing. In anticipation of the six-week Regulation 16 public consultation; as required hard copies of the documents will be made available for inspection at The Shop and the Post Office. A brief update will be prepared for the June Cryer and the PC website.”
 - The hope is to get the NDP in place before Gleeson get full planning permission, so the CIL payment is 25% instead of 15% to the Parish Council
- e) **Sewerage Action Group**
 - No update

05.26.11 Parish Hall Matters

- AGM on 26/05

05.26.12 Finance & Risk Management

- a. It was **RESOLVED** to approve payments, receipts and reconciliation against bank statements for April (appended to these Minutes at Appendix 1)
 - Error payments
 - Three payments were made twice, email with details was sent to all councillors prior to the meeting
 - All have been reallocated or repaid
 - Clerk is aware of why the error occurred and it is unlikely to happen again
 - Cllr Kennedy explained she cannot approve payments at weekends

- **Action** – Clerk to check Cllr Smith’s approval on bank after his ID check
- b. Insurance renewal quote £2,286.74 (last year £2,871.17)
- It was **RESOLVED** to approve this insurance renewal
- c. Lengthsman over budget
- At the end of the last financial year one and a half months of lengthsman payment could not be reclaimed from the County Council due to the budget from the County Council running out
 - Looking at this financial year if the lengthsman works the same hours the Parish Council will be over this budget again
 - It was suggested that the Parish Council has been happy to pay the lengthsman to do extra work in the past but not sure if this is reflected in the Parish Council budget
 - **Action** - Clerk to check the budget to see if this is reflected and report back

05.26.13 Police and Crime

a) Police and crime related issues

- Police officers in attendance, one being PC Maria Francolini who is the new local officer for Crowle and surrounding area
 - They highlighted the three recent crimes in the area, with advice to not approach suspected burglars and to ring the police
 - The officers were asked if the recent crimes were linked or part of a gang
 - Answer – No known link or gang
 - The officers were asked where best to put car keys
 - Answer – To use a Faraday cage box, a steering lock or to leave them out so burglars do not search for keys which could put people at risk
 - Cllr Smith asked what is being done about speeding, particularly on Old Turnpike Road
 - Answer – The police have started to get new TruCAM handheld speed detectors and staffing levels are good at the moment, so they hope to get out and about more often
 - They asked if Crowle could get any volunteers for community SpeedWatch, but the council informed them this has been tried before with not much success

b) Speed enforcement and SmartWater schemes

- No update

05.26.14 Field Management Group Updates

a) General updates

- Cllr Denne provided a written report in advance of the meeting:
 - Back Field – removal/re-siting of overhead power cables
 - “After discussions on site undertaken by Robert Moore, National Grid have in principle agreed to remove the overhead lines that would compromise the Recreation Facilities Project and put them underground at cost to National Grid.”
 - National Grid has asked that the Parish Council:
 - Obtain planning permission
 - Organise the excavation on site
 - Cover the cost of the council’s side of the solicitors’ fees (£1500)

- Cllr Denne requested the agreement of the council to agree to National Grid's requests
 - The Parish Council **REJECTED** these requests
 - The Parish Council agreed that the solicitor fee was unnecessary and National Grid should be organising the excavation
 - **Action** – Cllr Wall to go back to National Grid to ask them to organise the excavation, as the Parish Council do not have a contractor
- New tables and bench sets for the Children's Play Area
 - The new tables were announced in the Crowle Cryer to be put in place in April, but this has not happened
 - Cllr Denne requested someone to help field caretaker David Steade to assemble the tables
 - **Action** – Rob Moore to contact David Steade and help put the tables together
- Recent incident on the mud cycle track
 - A child recently hurt themselves on the mud cycle track and their parent asked for signs to be put up to suggest skill level for different parts of the track
 - Cllr Denne agreed with field caretaker David Steade that some signs should in principle be installed
 - Cllr Smith and Bott do not agree that signs should show difficulty level as this is subject to conditions and individuals
 - The Parish Council agreed to put up a sign to advise users use at own risk
 - **Action** – Rob Moore to draw sign up and sent to Cllr Kennedy
 - **Action** – Clerk to check does the Parish Council have a standard operating procedure to say that field caretaker David Steade is checking the track once a week
- Back Field
 - The Scout Group are still hoping to have a camp this year, provisionally set for a weekend in July
 - Cllr Denne asked what will be done with the back field grass now last year's person does not want the hay
 - It was pointed out that there will not be much grass to cut due to this already being done for the football tournament
 - The football club have asked to use the back field into the summer and have asked if it can be continued to be cut
 - At £75 every two weeks this might not be a good use of funds for a relatively small use
 - **Action** – Clerk to check what agreement was arranged with the football club about the cutting of the back field grass as it is not clear if this will continue through the summer

05.26.15 Community Events

a) Crowle 10K update – Cllr Steve Bott

- Cllr Wall praised the car park marshals
- Burger sales were about the same as last year
- Crowle WI cake sales did well
- Cllr Bott in person update:
 - Marvelous – 400 plus entries, 110 children, half children’s entries were made on the day
 - £7500 to run, revenue £13,000, £5000 surplus
 - Would like the money left for the Parish Council to be used towards the field like a bench or tree
 - Cllr Smith suggested towards the running track
 - It was **RESOLVED** to put in 10k report that the money will go towards the running track
 - The surplus to be split between the local groups who volunteered
 - Thank you to Young Farmers for car park marshalling
 - Parking on field went well
 - It would be good to have the double entrance track for next year, in phase 1 of Facilities Project
 - Rob Moore said it was moved to phase 3 due to budget constraints, but it could be moved again
 - After party – It was not known how many would turn up and there was surplus refreshments
 - Volunteers will be asked if they are attending next year to get numbers for refreshments
 - It would be good to have card readers for next year
 - **Action** – Cllr Bott to ask the Searchers treasurer about borrowing theirs

b) Wychavon Games – Cllr Lawrence Wall

- One person has come back for angling
- **Action** – Cllr Wall will ring table tennis to see if they are interested this year

c) Football tournament – car parking plan

- Adrian Coleman (Searchers Chair) in person update:
 - They have moved to using the Jubilee field for car park (like 10k last weekend) and use back field for games and attractions
 - They will be leaving room in Parish Hall car park for hall hirers, shop users, allotment holders and bowls players
 - Can use Spitfire car park and roads as overflow
 - May be tight in the afternoon for a few hours, rest of the weekend should be fine
 - 5 marshals per shift for Saturday and 7 for Sunday
 - Record numbers signed up for the tournament
 - Lots of volunteers from different local groups
 - Worcester Marathon impact - told tournament users about road closure

05.26.16 Communication and Information Provision

- ### a) To discuss any other issues relating to the Crowle Cryer, website or social media page

- New noticeboards
 - These have not been put up but as people are on holiday in June they have said it will be done before June
- PC Website
 - Cllr Denne provided a written report in advance of the meeting:
 - “There have been continuing difficulties with our website advisers, TIEM, with both slow responses and incomplete/incorrect updates. I hope we can move to a more effective service as soon as possible”
 - Clerk has expressed interest in taking over the updating of the website but is not in a position to do so currently

b) **Assertion 10 – IT policy**

- It was RESOLVED to approve the new IT policy to go on the website to help comply with Assertion 10
- Cllr Dawson-Jones provided a written report to advise that:
 - All policies need to be reviewed and most likely multiple combined
- **Action** – Clerk to review policies
- Clerk noted that it is unlikely the Parish Council will be able to comply with Assertion 10 this AGAR
 - This is due to the website not being accessible compliant
 - The website provider has quoted £1500-£2000 to amend it and this was deemed too expensive by the Parish Council
 - The Clerk has sent over details of how to make the website compliant for Cllr Dawson-Jones to look over

05.26.17 Councillor Updates and Items for Future Agendas

- It was confirmed that the next parish council meeting will be on 11th June 2026
 - Apologies for Cllr Smith for next meeting (personal)

The meeting ended at 21:42

Signed _____ Chair Date _____

Appendix 1
Bank Reconciliation:

Payments
Apr 2026

Date	Supplier Ref	Supplier	Payments (£)
01/04/2026	PCL-MT000093	PAYE Cloud Ltd (payroll)	27.36
02/04/2026	CROWLE CRYER 24053	Pace Print Design	275.50
02/04/2026	INV-0575	Business Space Midlands (Tiem)	78.00
07/04/2026	INV-0574 (ref: INV-0575)	Business Space Midlands (Tiem)	78.00
07/04/2026	INV-9861	Ocean Blue Digital	522.50
07/04/2026	CPH2351	Parish Hall Trust	125.00
07/04/2026	24121 (ref: CROWLE CRYER 24053)	Pace Print Design	275.50
13/04/2026	CROWL003 95951	Play Safety Ltd	133.20
17/04/2026	CROWL003-95951	Play Safety Ltd	133.20
20/04/2026	HAR/970011	Andy Loos	567.84
20/04/2026	10007	Worcestershire CALC	889.00
20/04/2026	51000053X	Wychavon District	209.58
22/04/2026	59GJ222GH9XAQ	Paypal - Lebara phone contract	4.50
27/04/2026	Lengthsman Apr 26	Jeremy Moore	264.00
27/04/2026	14529	Top Cut Mowing	595.50
30/04/2026	Salary Apr 26	David Steade	203.62
30/04/2026	Salary Apr 26	Joe Tinson	891.90
30/04/2026	064PB00194941	HMRC PAYE	305.14
30/04/2026	INV-0598	Business Space Midlands (Tiem)	66.00
30/04/2026		Unity Trust Bank - Service Charge	7.00

**Receipts
Apr 2026**

Date	Supplier	Reference/Reason	Receipts (£)
01/04/26	Worcestershire CC		291.66
08/04/26	J&C Allchin (Tennis Club)		1,617.90
15/04/26	Neapori Pizza Ltd	Cryer ad	14.00
17/04/26	Crowle Searchers	Field Donation	1,522.00
27/04/26	Wychavon DC	CIL payment - Spitfire	25,567.00
27/04/26	Wychavon DC	Half precept	25,860.00
28/04/26	Crowle Searchers	Toilet Donation	728.00
28/04/26	Stripe Payments UK Ltd	10k payments	2,583.65