

CROWLE PARISH COUNCIL

Clerk: Joe Tinson

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Minutes of a Meeting of the Parish Council held on: Thursday 11th June 2026, 19:00 at Crowle Millennium Hall, Committee Room

Present: Councillors Ruth Dawson-Jones (Chair), Lawrence Wall, Steve Bott, Donna Kennedy (19:26), Margaret Rowley, Linda Robinson and Clerk Joe Tinson

In attendance: Five members of the public

06.26.1 Chair Sign Declaration of Acceptance

- The Declaration of Acceptance was signed by the Chair in front of the council and then co signed by the Clerk

06.26.2 To receive and approve apologies for absence

- a) Apologies were received from Cllr Rod Smith (personal), Cllr Kennedy (personal)(came to the meeting later) & Cllr Denne
- b) It was **RESOLVED** to allow Cllr Denne's absence due to a family issue abroad to continue for another six months
 - Cllr Bott acknowledged Cllr Denne's continued work despite his absence from meetings and is happy to agree to a further extension. However, he is concerned that not being at meetings means he is unable to vote and would be unlikely to support a further extension

06.26.3 Declaration of Interests & Dispensations

- None

PUBLIC SESSION

The meeting was now adjourned for Public Question Time

- A parishioner raised concerns with an old allotment agreement allowing the use of chemical herbicides. They wondered if these could be banned with the new allotment agreement once they move
 - It was agreed to ban chemical herbicides in the new allotment agreement and suggest natural alternatives
- A parishioner thanked Robert Moore, Cllr Kennedy and the working group for taking her concerns about the Facilities Project proposed location of the mud track seriously and moving it to a more suitable location
- It was noted that a bridle way in the village is being used by delivery vans for quick access
 - It was noted not much can be done as the entrance cannot be blocked as there is a driveway on that section of the bridle way

06.26.4 Chair's Welcome and Remarks

a) **Chair updates**

- Cllr Dawson-Jones welcomed everyone
- The bison that were proposed to be relocated to a field in Crowle are no longer an issue as the owners of them have chosen to destroy them

b) **Action List**

- Cllr Dawson-Jones notes there are still a lot of actions for all councillors
 - Councillors were reminded to action their items and mark them off on the spreadsheet
 - Reminders will be sent out if no progress is made
- Cllr Robinson was asked about some of her previous actions on the list:
 - Dirt on the road from Severn Trent lorries – Cllr Robinson notes she did contact highways but will chase them up
 - Disposal of nitrous oxide canisters – Cllr Robinson did contact someone but with no response
- Cllr Rowley was asked about some of her previous actions on the list:
 - Barry Barnes from Highways did a presentation but Cllr Dawson-Jones did not receive the slides – Cllr Rowley did receive the slides
 - **Action** – Cllr Rowley to send over presentation slides to Cllr Dawson-Jones

06.26.5 Minutes

- It was **RESOLVED** that the Minutes of the Parish Council meeting held on 14th May 2026 be approved as a true and accurate record. The Chair signed the minutes at the end of the meeting

06.26.6 District and County Councillor Reports

a) **District Council** - Cllr Margaret Rowley provided a report, the highlights were:

- SWDP – now it is in place some planning has been rejected
- CALC meeting – On 30/06 CALC are holding a meeting via Zoom. Wychavon planning officers will be in attendance to explain SWDP
- Councillors can attend, Cllr Dawson-Jones cannot go so it was suggested that someone else attends, potentially Cllr Denne given Neighbourhood Plan impact. Cllr Wall has noted it in his diary to attend if possible

b) **County Council** – Cllr Linda Robinson provided a report, the highlights were:

- Worcestershire Council have secured a new contract to expand the county's electric-vehicle charging network
- Mobile connectivity data in Worcestershire is worse than previously reported, therefore lobbying of MPs and Ofcom to improve data accuracy is underway
- Grass cutting season is underway, but where possible, less grass is cut to improve biodiversity
- Overgrown or fallen trees and shrubbery that affects the public highway can be reported: <https://www.worcestershire.gov.uk/.../overgrown-or-fallen...>
- Cllr Bott asked a question about the location and lack of information on a road closure sign that said no access but was for a road closure towards Tibberton and access to Crowle was unobstructed
 - Cllr Robinson said she gets updates on road closures but does not send them out as they are often changed

- Highways are good at informing of road closures and have been getting out fixing potholes, however when it is a company doing the road closure, like in this case, it is not under County Council control

06.26.7 Land & Highways Management Matters

a) Parking issues in Crowle and ongoing management

- No update

b) Community Recreational Facilities Project

- The feedback leaflet went out in the last Cryer
- Robert Moore has finished the drawings (changed slightly based on the feedback) and documents, submitting the planning permission
- Planning have asked for another document relating to Biodiversity, which he is chasing
- Next, they will be setting up a group for local teenagers to discuss the new activities area proposed, potentially to meet over the summer

c) Flooding on OTR and Lower Crowle

- No update – still a problem

d) Parish Paths Warden

- No update
- **Action** – Cllr Robinson to see if CALC could do the training

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

- i. Lower Crowle junction – No update
- ii. 30mph sign placement
 - The 30mph signs have not been placed in the planned space, so Highways have been contacted and should be correcting them
 - There was discussion over where the white gates and planters should go when the signs are moved round the bend. There was also concern for the planters being around the bend from the parishioner who looks after them
 - **Action** – Clerk to send all information to Cllr Robinson, as well as another proposed 30mph zone change from Cllr Wall
- iii. School Lane blocked drain
 - This should be cleared within four weeks of 22/05
- iv. VAS solar upgrade
 - The Lengthsman is not happy with having to change and charge the batteries for the VAS currently
 - **Action** – Cllr Robinson will complain to Highways and find out the price of solar VAS
- v. Children bike safety information

- Cllr Robinson has not been able to find any good information and suggested going to a bike charity
 - The signs for the Worcester marathon have all been taken down, after contacting Highways to remind them
- f) **To discuss any other land management matters and agree any actions necessary**
- i. Bollards on green space on Pear Tree Way
 - The bollards are on Wychavon land but no notice was given to the parish council. Residents assumed it was a parish council action but with no information, difficult to respond to their enquiries
 - **Action** – Cllr Rowley to speak with the Parks Officer to confirm why they are there
 - ii. To discuss approval of the Shop at Crowle and Crowle Players container licences
 - Cllr Denne raised some issues that were raised in the licences and wondered if they had been resolved
 - Robert Moore said they had been sorted and did not know the licences had been sent with the comments still attached
 - It was **RESOLVED** to agree the licenses once issues are resolved
 - iii. Noticeboards
 - One new noticeboard has been put up
 - Thanks were given to Mike Coleman, Robert Moore and Rod Smith for putting it up
 - The plan is to get the other one up in early July when everyone is back from holiday

06.26.8 Correspondence

a) Correspondence since last meeting

- i. White gates
 - It was agreed the white gates will stay with the entrance to the village and 30mph signs
 - The planters may go somewhere else but no decision was reached yet
 - **Action** – Cllr Robinson to check if white gates have to be kept with 30mph signs
 - **Action** – Councillors to think about where would be best to have the planters, subject to Cllr Robinson's information as to where they are allowed to be located
- ii. Dog waste bags
 - A local dog walking business run by parishioners have asked if they can provide dog waste bag dispensers around the village and on the field
 - It was agreed that there was not an issue given it was advertising as it provided a free service for parishioners
 - It was **RESOLVED** that these can be put up and whether they should stay will be reassessed after the summer to see if they are used or causing any issues

- **Action** – Clerk to contact business to let them know and to get them to liaise with the Field Caretaker to choose the best places to put the dispensers and ensure they are put up safely
- iii. Planning issue - See 06.26.9 a) i.
- iv. Allotment move objection
- An allotment holder's daughter objected to the allotments moving and did not think there had been any communication
 - Cllr Denne has created an email response, once Cllr Smith is back from holiday he will check it and sent it out
 - It was suggested not to respond as there had been consultations and allotment holders should have objected then
 - It was pointed out that there has been some issue with incomplete records for allotment holders, and it is not known if this allotment holder had known about the consultations
 - **Action** – Cllr Smith to check Cllr Denne's response and send it out
 - **Action** – Clerk to contact all allotment holders to get updated contact details and chase invoices

06.26.9 Planning

- a) **New applications / decisions for information**
- i. W/26/00628/HP The Orchard Old Turnpike Road Crowle WORCESTER WR7 4AG - Erection of two outbuildings (retrospective) – **new information**
- Parishioner asked us to object to this application
 - Cllr Dawson-Jones has sent out the final version of the objection
 - The Clerk managed to extend the consultation end date until 12/06 so the objection could be discussed at this meeting
 - It was **RESOLVED** to send the final version to the planning team at Wychavon
 - **Action** – Clerk to upload objection by 12/06
- ii. W/24/02483/FUL - Fircone Farm, Church Road, - Installation of a proposed 249kWp solar PV system - **withdrawn by applicant**
- As part of Crowle Community Energy, Cllr Bott explained the solar farm is not financially viable at this time
 - It is however on hold and not ended
 - To be viable, upgrades to the electrical grid or revisions to legislation need to happen
 - They have three other projects in the works
- iii. 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 – **Approved**
- iv. W/26/00859/FUL - 67 Froxmere Road, Crowle - Erection of a single dwelling – **Approved**
- It was **RESOLVED** to not object or comment on another application that had just come in for the same address but for an extension on the property unless neighbours raised any concerns as this was not a large extension and was single storey

- v. W/26/01000/HP - Quernmore, 17 Froxmere Road - Two storey rear extension and extension to existing garage
 - It was **RESOLVED** to not object or comment on this application unless neighbours raised any concerns

- b) **Major applications**
 - There were no new applications for consideration
 - Cllr Rowley gave an update on Gleeson Phase 2 development
 - The application for 85 homes has not yet been agreed
 - Point made by attendee that the bridal way has been removed on the plans in Phase 2
 - It was noted there is no movement on Phase 2 as it will use the access from Phase 1, the details of which have not yet been approved
 - It was noted that it was over 13 weeks since the Application had been made and no decision had been made by Wychavon so far. The Applicant could now appeal this but has not done so as yet
 - **Action** – Cllr Rowley to find out why this has not been refused given the SWDP is now in place
 - Cllr Bott made the observation that the Spitfire development were storing their scaffolding on land that is not theirs and is occupied by newts. This has since been removed

- c) **SWDP update**
 - See 6.26.6 a)

- d) **Neighbourhood Plan Steering Group**
 - Cllr Denne provided a written report to advise that:

“The six-week Regulation 16 public consultation period started on 8 June and hard copies of key NDP documents have been made available for inspection at The Shop and the Post Office as arranged. The PC website has been updated. There was a supporting item in the June Cryer. Wychavon have issued a customary fairly standard press release.”
 - Cllr Bott mentioned an email from Norton Parish Council about the need for a housing policy in neighbourhood plan
 - **Action** – Cllr Bott to thank Norton Parish Council for the information

- e) **Sewerage Action Group**
 - No update
 - Severn Trent open day
 - Cllr Robinson was unable to attend
 - However, she has since had Severn Trent come to some other meetings but these were more to do with Parkway and not much was said about existing problem areas and had no relevance to Crowle
 - Severn Trent tankers
 - An attendee asked if the tankers have to go a certain route as they go very fast down Froxmere Road
 - Although tankers can go any route they should not be speeding and parishioners are advised to complain to Severn Trent and/or the police about speeding tankers

06.26.10 Parish Hall Matters

- Flower tubs
 - The Hall have sent over a proposal to purchase some plastic flower tubs to go outside the front of Millennium Hall
 - The colour options were limited, so rainbow was chosen as these will be memorials to Lee Turner
 - As Lee was a prominent figure with the Parish Council and Parish Hall Trust it was **RESOLVED** that the Parish Council will purchase one of the flower tubs
 - **Action** – Robert Moore to send invoice over

06.26.11 Finance & Risk Management

- a. It was **RESOLVED** to approve payments, receipts and reconciliation against bank statements for May (appended to these Minutes at Appendix 1)
- b. **Risk assessment and finance regulations review**
 - It was **RESOLVED** to approve the risk assessment and finance regulations
 - AGAR section 1, assertion 5 was ticked
 - **Action** – Clerk to research getting a debit card for Field Caretaker's expenses
 - **Action** – Clerk to colour code the risk assessment
- c. **Annual Governance Statement 2025/26 – To approve for financial year ending 31st March 2026**
 - It was **RESOLVED** to accept the Annual Governance Statement for 2025/26
- d. **Accounting Statements 2025/26 - To approve for financial year ending 31st March 2026**
 - It was **RESOLVED** to accept the Accounting Statements for 2025/26
 - **Action** – Clerk to send AGAR off to the external auditors
- e. **Invoice issue – awareness of payments vs invoices**
 - Due to an error in paying just the VAT element of an invoice councillors and the Clerk were reminded to check invoices when paying and approving
- f. **VAT claim - £5141.50 for period 01/01/25 – 31/03/26**
 - It was suggested the bank may have free software available to help create the VAT list in future
 - **Action** – Clerk to investigate if the bank can help with the VAT claim
- g. **Crowle Charities cheque for £464**
 - Thank you sent by the Clerk on behalf of the council
- h. **Lengthsman over budget – update**
 - The Clerk has asked the scheme how the budget is calculated and is awaiting a reply, it was noted it is based on the length of road in the Parish, so likely to be no increase
 - As the council does not get enough money from the County Council to pay for the full yearly amount needed for our Lengthsman the council will need to consider this for next year's budget
- i. **National Grid excavation – update**
 - Cllr Wall is seeing someone from National Grid next week to discuss

06.26.12 Police and Crime

- a) Police and crime related issues
 - i. Attempted burglary at Wheel Cottage
- b) **Speed enforcement and SmartWater schemes**
 - No update

06.26.13 Field Management Group Updates

- a) **General updates**
 - Cllr Denne provided a written report in advance of the meeting:
 - The Field Caretaker had identified a need for improved support for a gate post and a post adjacent to the small slide structure in the Play Area
 - The Field Caretaker has recently replaced some artificial grass in the playground, possibly damaged from mowing
 - The tennis nets may need to be added to the asset register
 - **Action** – The Clerk to check with the Tennis Club, but if donated then it would be added at £0
 - The Football Club thanked the Parish Council for use of the back field for laser clay pigeon shooting as part of their junior awards event
- b) **New tables construction – update**
 - Cllr Denne provided a written report in advance of the meeting:
 - The tables are planned to be delivered at the end of June and the Field Caretaker and Robert Moore will construct them
 - To select a specific delivery time it will cost an additional £17
 - It was **RESOLVED** to approve this additional cost
 - The old tables may be taken by the Scouts
 - The plaque dedicated to Grace Kelly will be relocated and her family will be notified by Cllr Denne
- c) **Mud track safety – update**
 - Cllr Denne provided a written report in advance of the meeting:
 - The Field Caretaker is keeping an eye out for potential concerns
 - Robert Moore has put up another temporary sign
- d) **Back field mowing – update**
 - The back field grass is not growing very fast at the moment so should not be much concern if used by the Scouts in July, even with no mowing
 - If the area is not being used, consideration will be given to leaving it wild for a period of time, as long as this does not impact on access for planting and digging out for the wildlife area
 - **Action** – The clerk to advise Top Cut Mowing not to mow the back field until further notice

06.26.14 Community Events

- a) **Crowle 10K update – Cllr Steve Bott**
 - Some more sponsorship money has come into the Parish Council account
 - With Robert Moore there it was asked if the Parish Council money should go towards a bench in the Facilities Project
 - Robert said the benches will be put in in summer 2027

- **Action** – Robert and Cllr Bott to look at where the money can be spent
- Next year:
 - As the field worked out this year there should not be a problem with using it again for car parking, unless it is wet
 - The course will need to be remeasured
 - The first cost will be registration
 - It was **RESOLVED** that the 10k will go ahead next year
 - It was **RESOLVED** that the council can get a Booker's card so VAT can be claimed back on expenses
 - **Action** – Clerk and Cllr Bott to investigate getting a Booker card

b) **Wychavon Games – Cllr Lawrence Wall**

- Only one team entered for the Wychavon Games this year, which was angling.
- The event will take place in September
- It was noted that the Wychavon Games had the lowest number of entries this year

06.26.15 Communication and Information Provision

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

- After an email from a parishioner and discussions with the Cryer Editor a planning table will be implemented in the next Cryer and possibly ongoing
 - **Action** – The Clerk to get an up to date table to the Cryer

06.26.16 Councillor Updates and Items for Future Agendas

- It was confirmed that the next parish council meeting will be on 9th July 2026

The meeting ended at 21:06

Signed _____ Chair Date _____

Appendix 1**Bank Reconciliation – May 2026:**

	Opening Balance Current Acc 01/05/26	£94,263.87
add	receipts for period 01/05/26 - 31/05/26	£14,007.51
less	payments for period 01/05/26 - 31/05/26	£10,002.60
	balance per cash book	£90,258.96
	Bank Statement Current Acc 31/05/26	£90,258.96
less	unpresented cheques	0.00
	balance C/F	£90,258.96

Payments In

Date	Supplier	Reference/Reason	Receipts
01/05/2026	HMRC VTR	VAT refund (01/01/25-30/03/26)	5,141.50
01/05/2026	Credit	Cheque - Crowle Charities	464.00
01/05/2026	Playsafety Limited	Repayment of invoice that PC paid twice	133.20
05/05/2026	Paws In The Country Worester	Cryer ad	58.00
19/05/2026	Worcestershire CC	Lengthsman Apr 26	264.00
19/05/2026	Stephen Bott	Crowle 10k	264.00
27/05/2026	Worcestershire CC	Lengthsman May 26	264.00
28/05/2026	Stripe Payments UK Ltd	10k payments	3,413.90

Payments Out

Date	Supplier Ref	Supplier	Payments
01/05/26	PCL-MT000093	PAYE Cloud Ltd (payroll)	86.76
19/05/2026	556262907	AJG Insurance Broker	2,286.74
19/05/2026	14638	Top Cut Mowing	210.00
19/05/2026	KS-1867	Krono Sports	1,767.96
19/05/2026	10K EXPENSES 26	Steve Bott - 10k expenses	1,045.27
20/05/2026	INV-1423	Prestige Toilets	672.00
21/05/2026	INV-SE26015	Sharpe Ecology	948.00
22/05/26	CRO09	DJN Planning	750.00
22/05/26	59GJ222GH9XAQ	Paypal - Lebara phone contract	4.50
26/05/26	CROWLEPAR	Public Works Loans	3,996.62
29/05/26	INV-0611	Business Space Midlands (Tiem)	78.00

29/05/26	CROWLE PC	Business Space Midlands (Tiem)	66.00
29/05/26	Salary May 26	David Steade	203.62
29/05/26	064PB00194941 2	HMRC PAYE	305.14
29/05/26	LENGTHSMAN MAY 26	Jeremy Moore	264.00
29/05/26	Salary May 26	Joe Tinson	891.90
29/05/26	E-CROW0916	St Johns Ambulance	154.00
29/05/26	14606	Top Cut Mowing	625.20
29/05/26	14626	Top Cut Mowing	270.00
31/05/26		Unity Trust Bank - Service Charge	7.00