



ECKINGTON PARISH COUNCIL

Councillors are hereby summoned to attend the Annual Parish Council to be held on Tuesday 11th May 2021 commencing at 7.00 pm **At the Recreation Centre**

Clerk: Lynne Yapp clerkeckingtonparish@gmail.com / **Tel: 01386 552233**

Councillors:

John Bees, James Field, Gillian Goodlad, Mary Hughes, Tim Knight, Geoff Ransted, Mike Wood, Chris Yarnold.

It should be noted that the proceedings of this meeting may be filmed or recorded but that anyone wishing to make such a record is to notify the Chairman before the commencement of the meeting.

A G E N D A

PC 21/18	Election of Chair / Vice Chair
PC 21/19	To Receive Apologies Councillors are reminded to give apologies for absence in writing to the clerk for each meeting missed and that the 6-month absence rule may be upheld.
PC 21/20	Declarations of Interest – Cllrs are reminded to, when applicable: a) Register of Interests: keep their R of I updated b) Declare Disclosable Pecuniary Interests in items on the agenda and their nature. c) Declare any Other Disclosable Interests in items on the agenda and their nature. d) Members written requests for the grant of a dispensation are to be submitted to the Clerk in advance of the meeting
PC 21/21	To Agree the Minutes of the Meeting held 9 th March 2021
PC 21/22	Matters Arising from Previous Minutes <ul style="list-style-type: none">• Dog Bins – <i>clerk to report back on WDC approving location – communication from WDC with preferred location has been circulated</i>• Nafford Road Flooding – <i>WCC have responded on actions put in place / circulated to Cllrs</i>• Lighting on Footbridge – <i>Feedback from parishioner</i>• Nafford Road, Access – <i>Clerk has chased WDC Planning Enforcements</i>
PC 21/23	Public Participation - The time allocated is at the discretion of the chairman. Residents are invited to give their views on issues on this agenda or raise issues for future consideration. Members of the public may not take part in the parish council meeting itself. This period does not form part of the formal meeting. <i>Members of the public are requested to write to the clerk in advance of the meeting with any queries or comments on any of the agenda items.</i>
PC 21/24	County and District Cllr Reports – <i>to receive reports from County and District Cllrs</i>
PC 21/25	Financial & Governance Matters <ol style="list-style-type: none">1. Payments for authorisation / made since last meeting (<i>to 30/04/21</i>)<ul style="list-style-type: none">• Clerks Overtime – Delegated approval to Chairman and Vice Chairman for approval to support any hours in addition to the contracted 10 hours for 2 months whilst

	<p>preparing for the audit process / allotment agreements / invoices - 7 hours were added to salary payment for March, with a further 10 hours for April (to be added to May salary payment).</p> <ul style="list-style-type: none"> Lengthsman / Handyman – awaiting timesheets, then to be circulated for approval by Resources Committee Payments April – Retrospective Approval Required due to no April meeting <table border="0"> <tr> <td>NP Planning Advice</td> <td>231.00</td> </tr> <tr> <td>Training</td> <td>30.00</td> </tr> <tr> <td>HR Services</td> <td>154.03</td> </tr> <tr> <td>Clerks PAYE</td> <td>51.80</td> </tr> <tr> <td>Clerks PAYE</td> <td>130.60</td> </tr> <tr> <td>Defibrillator Pads</td> <td>125.82</td> </tr> <tr> <td>Clerks Office Expenses (Apr)</td> <td>26.00</td> </tr> <tr> <td>Clerks Salary (April)</td> <td>533.47</td> </tr> <tr> <td>HR Services</td> <td>154.03</td> </tr> </table> Payments May – for approval <table border="0"> <tr> <td>LM Share of Weedkiller</td> <td>50.00</td> </tr> <tr> <td>Grass Cutting</td> <td>222.18</td> </tr> <tr> <td>Website Admin</td> <td>100.24</td> </tr> <tr> <td>Subscription Costs</td> <td>865.12</td> </tr> <tr> <td>SLCC - part share</td> <td>28.14</td> </tr> <tr> <td>Zoom - part share</td> <td>17.12</td> </tr> <tr> <td>ICCM Subscription</td> <td>114.00</td> </tr> <tr> <td>Clerks Salary(May plus April O/T)</td> <td>637.47</td> </tr> <tr> <td>Clerks Office Expenses (May)</td> <td>26.00</td> </tr> </table> <p>2. To agree bank balances to end of March, check budget expenditure, and year end balances - <i>Accounts and associated audit documents (Asset Register, Risk Assessment) have been submitted to Cllrs for consideration.</i></p> <p>3. To consider request from Clerk for Annual membership to ICCM (Institute of Cemetery and Crematorium Management) – Annual Fee £95 + VAT - <i>Course has now been completed</i></p> <p>4. SLCC (Society of Local Council Clerks) – to consider request from Clerk for part contribution of Annual Membership – equating to £26 per annum by EPC</p> <p>5. Zoom – to part share cost of subscription £17.12 per annum</p> <p>6. Banking Arrangements – <i>Clerk to update on Mandate Change</i></p>	NP Planning Advice	231.00	Training	30.00	HR Services	154.03	Clerks PAYE	51.80	Clerks PAYE	130.60	Defibrillator Pads	125.82	Clerks Office Expenses (Apr)	26.00	Clerks Salary (April)	533.47	HR Services	154.03	LM Share of Weedkiller	50.00	Grass Cutting	222.18	Website Admin	100.24	Subscription Costs	865.12	SLCC - part share	28.14	Zoom - part share	17.12	ICCM Subscription	114.00	Clerks Salary(May plus April O/T)	637.47	Clerks Office Expenses (May)	26.00
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PC 21/26	<p>Highways</p> <ol style="list-style-type: none"> Complete road closure through Eckington Summer 2021 – <i>response from WCC</i> Adopt a Street Scheme (WDC) – a litter picking initiative – <i>to consider</i> 																																				
PC 21/27	<p>New Homes Bonus</p> <p>Land at Pershore Road – <i>Report on NHB application</i></p>																																				
PC 21/28	<p>Cemetery / Burials</p> <ol style="list-style-type: none"> Digitising of cemetery records – <i>Defer to future meeting – in hand</i> Policy – <i>Clerk to propose deferring this to a future meeting</i> Charges - <i>Clerk to propose deferring this to a future meeting</i> Cemetery Tree Report (2017) – <i>Clerk to propose deferring this to a future meeting</i> 																																				

PC 21/29	<p>Communication</p> <p>1. Website – to consider quotes and format</p>
PC 21/30	<p>Planning / Enforcement Matters</p> <p>1. Top Barn, Peason Lane – reported to Enforcement re excessive HGV traffic movements – <i>awaiting update from Enforcement Officer – acknowledgement received</i></p> <p>2. 21/00720 – The Retreat, Church Street – Conversion of garage and first floor extension – <i>to discuss</i></p> <p>3. 21/00737 – Mollie cottage, Boon Street – garage conversion - - <i>to discuss</i></p> <p>4. 21/00572 – Southwold, Boon Street – Single Storey extension – <i>to discuss</i></p> <p>5. 21/00546 – Hill Barn – <i>previously responded to as 'comment' to but to consider amendment showing position of new sewerage package plant and proposed parking provision – to discuss</i></p> <p>7. 21/01032 – Cherry Hey, New Road – side extension – <i>to discuss</i></p> <p>6. 21/00549 – Little Shrublands, Church Street – <i>PC commented 'to support'</i></p> <p>7. 21/00540 – The Willows, Nafford Road - <i>PC commented 'to support'</i></p> <p>8. Street Naming – Request from WDC for suitable names for land rear of Roman Meadows and land east of Pershore Road – <i>to consider</i></p>
PC 21/31	<p>Neighbourhood Plan Implementation Committee</p> <p>1. Minutes from meeting 4th March and 22nd April have been circulated</p> <p>2. To change from a Committee to Working Group moving forward</p> <p>3. Next meeting date</p>
PC 21/32	<p>Lengthsman / Handyman – Any actions required</p> <p>1. LM has met with Cllr Knight – Started April 1st 2021</p> <p>2. Clerk has issued LM with a contact, identifying high risk areas within Eckington</p> <p>3. Works requested by Handyman – to repair broken post by War Memorial and repairs to bench outside cemetery.</p>
PC 21/33	<p>Allotments</p> <p>Invoices and agreements for 2021 have been sent out with no increase. To consider a review of rental and water contribution later in year to take effect from April 2022- <i>Defer to future meeting.</i></p>
PC 21/34	<p>To Receive Reports From Clerk / Cllrs</p> <ul style="list-style-type: none"> • Village Hall – Cllr Ransted • Recreation Centre – Cllr Knight • Tree Warden – Cllr Wood • Bredon Hill Conservation Group – Cllr Ransted • Church & Bridge Trusts – Cllr Bees • Wychavon CALC – Cllrs Hughes & Knight • Cemetery & Churchyard – Cllr Yarnold • Allotments – Cllr Bees • Community Engagement – Cllr Yarnold • Dementia Friendly Village – Cllr Hughes • Neighbourhood Watch & Community Speed Watch – Cllr Ransted • Clerks report – <i>to include anything not already covered in Agenda items.</i>
PC 21/35	<p>Correspondence Received - relevant communication has been circulated to Cllrs.</p> <ul style="list-style-type: none"> • Gloucestershire & Worcestershire Parish Council Association (GWPCA) – letter received inviting EPC to join GWPCA – <i>Circulated to Cllrs for consideration</i> • Email from Parishioner – online exercise sessions <i>Circulated to Cllrs for consideration</i>
PC 21/36	<p>Items for Future Discussion / Agendas – <i>To record any items for future discussion, not included within this agenda:</i></p>

	<ul style="list-style-type: none"> • Review of Policies • Notification for Co-Option – <i>Notice inviting applications has been posted</i>
PC 21/37	<p>Confidential Business - <i>To resolve to close the meeting via Public Bodies (Admission to Meetings) Act 1960 to discuss matters relating to any of legal / staffing / contractual issues that, if discussed in the public arena, would be prejudicial to the public interest, following which members of the public will be asked to withdraw:</i></p> <p>Correspondence from ICO & response made by the Parish Council</p>
PC 21/38	<p>Date of Next Meeting: Parish Council meeting: Tuesday 9th June at the Rec. at 7pm</p> <p><i>To consider if we hold an Annual Parish Meeting</i></p>