

Tuesday 14th June 2016 There was no attendance at the Open Public Forum.

Minutes of the Parish Council Meeting held on Tuesday 14th June 2016

101/16 Present – Cllrs. Glaze, Brown, Cameron, Bainbridge, Wilkes, Wood, Ransted, Palmer and Bogaard

102/16 Apologies – None received.

103/16 Declarations of Interest – Declarations were received from Cllr Glaze (relating to Items 12 and 18 of the Agenda).

104/16 Adoption of the Minutes of the Meeting held on Tuesday 03rd May 2016

Following one minor amendment, the Meeting agreed that the Minutes of the Meeting held on Tuesday 03rd May were a true and accurate record. Therefore a proposal to accept the Minutes was made by Cllr Wilkes and seconded by Cllr Bainbridge. All present were unanimous in their agreement and the Minutes were duly signed.

105/16 District & County Councillor Reports

District Cllr Davis reported the following:

- Uptake for NHB funding has been generally good. WDC are currently considering whether future funding could be used to purchase Smartwater kits for Parish use.
- WDC have agreed that the Asda car park (Persore) will be resurfaced. There is no date as yet.
- WDC reserves – 36.6 million.

106/16 Progress Reports –

Clerk – The following was reported:

- Nafford Road – WRS have made an initial inspection of the area where the smell of foul sewerage has been reported. There is no sign of any blockage or pollution, therefore no maintenance work has been planned. The area will continue to be monitored.
- South Worcestershire Community Infrastructure Levy – Draft Charging Schedule – Following comments submitted on behalf of the Parish Council, it was agreed that representation by a member of the PC would not be required (although Cllr Glaze may attend to observe).
- Bredon Neighbourhood Plan Consultation – It was agreed that all councillors would look at the plan in readiness to discuss at the next meeting.
- Rooftop Housing Association – The Meeting discussed the invitation for Councillors to join Rooftop on their annual inspection. It was agreed that Cllrs Cameron and Brown would attend.
It was agreed that the letter requesting a discussion regarding the lack of affordable housing, should be passed to the Neighbourhood Plan Steering Group.
- Allotments – It was reported that there has been little sign of recent rabbit activity at the site. During a site meeting with Network Rail it had therefore been agreed that:
 - (i) Cllr Wilkes will continue to monitor the situation, with a view to contacting NR as soon as possible if the rabbits become an issue again in the future;
 - (ii) NR will inspect the security fence annually, ensuring any holes are repaired;
 - (iii) Gassing will only take place, if the rabbits become an issue again.

Village Hall – The following was reported:

- Fundraising is ongoing.
- Conditional building regulations have now been received (in relation to proposed building works). Tender documents now going out.
- PC and Village Hall Meeting (to discuss outstanding issues) - has been arranged for 16/06.
- Quote now received for new stage curtains. An application for NHB money may be made.

Footpaths – The Meeting discussed the frustration regarding lack of progress relating to Piecing and Hammock Lane Modification Orders. It was therefore agreed that the Clerk should contact both WDC and WCC to request an update (in particular regarding drainage consent) and to request progress with regard to both Orders.

Recreation Centre – The Meeting was informed that Western Power have advised that four poplar trees (railway side) will need to be either severely cut back or removed. Following a brief discussion, it was agreed that the decision should be decided by vote; this resulted in six in favour of removal and two in favour of a reduction. Therefore the PC will advise Western Power that the Parish Council request removal of the trees.

CALC – It was reported that:

- The AGM has recently taken place.
- WDC were in attendance to discuss/highlight the need for a Parish Neighbourhood Plan.
- The Meeting also discussed poor attendance from many local Parishes.

PACT – Cllr Bogaard informed the Meeting that he has requested more detailed information regarding crimes in the Parish. As yet, the additional information has not been provided.

107/16 Finance – Cllr Bogaard proposed and was seconded by Cllr Cameron that the following payments should be approved:

Payment made between Meetings:

Community First Trading (PC Insurance)	£417.69
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Payments made:

Clerk's salary (inc. backpay from April)	£448.51
L. Gerber Admin expenses & mileage	£58.17
L. Gerber (BT reimbursement)	£60.57
Lengthsman salary	£165.15
Village hall hire	£28.75
ANT (subs)	£10.00
Nils Wilkes (plants & turf reimbursement)	£51.76
New Farm Grounds Maintenance – Rec. cut	£409.80
New Farm Grounds Maintenance - PC	£458.40
Westcotec (carriage charge – speed sign maintenance check)	£30.00

Clerk salary scale 2016/17 – A proposal was made by Cllr Wilkes to accept the NALC 2016 salary scale. This was seconded by Cllr Palmer.

Annual Return 2016

107(i)/16 Section 1 (Annual Governance Statement – The Meeting considered and agreed Section 1 of the Annual Return and this was duly signed by the Chair and the Clerk.

107(ii)/16 Section 2 (Accounting Statements) – The Meeting considered and agreed Section 2 of the Annual Return and this was duly signed by the Chair and the Clerk.

108/16 Planning – The following planning matters have been brought before the Clerk and/or Wychavon District Council since the last Parish Council meeting held on Tuesday 3rd May 2016:

Approvals:

W/16/00768/PP 3 Upper End – First floor side extension above existing garage.

W/16/00856/LB Betty Panter's Cottage, Jarvis Street – Demolition of rear conservatory and replacement with new living room and revised utility/wc space. Minor internal alterations to lobby and circulation. Rebuilding of garage on existing footprint.

Planning Applications Discussed between Meetings:

W/16/01162/PP 14 Hacketts Lane – Side & front two storey extension, infill of small rear hall, creating new rear access – No objection.

W/16/01305/PN Malham House, New Road – Erection of dormer bungalow and detached garage as approved under permission reference number 15/02605 but without compliance with condition number 11 (to allow change to approved plans) – No objection.

109/16 Neighbourhood Plan –

It was reported that since the last PC meeting:

- Various NP meetings have taken place and policy writing is ongoing.
- A quote of £3,500 has now been received in relation to strategic environment analysis.

110/16 Highway Matters –

Clerk to re-arrange the meeting with Highways (in relation to drainage issue at Pass Street). Cllr Palmer will liaise with the Clerk regarding suitable dates/times.

111/16 382 Bus Service –

It was reported that Pershore Transport Group will arrange a second meeting with First to take place in September/October. This will be in order to discuss/review the current service.

112/16 Section 106 Funding –

It was reported that the majority of the Section 106 funding has now been spent.

113/16 New Homes Bonus –

The following was reported:

- WDC have given an initial approval of the Cricket Club's application for funding. It was therefore agreed that the sub-committee should now submit the formal application.
- A request has been received from the Village Hall, relating to new stage curtains.

It was agreed that a further request to residents for funding applications should be made via the Parish Magazine. The Meeting was reminded that new protocol requires applications for major investments only, and those which demonstrate a clear community benefit.

114/16 Raising the On-line Profile of the Parish Council

Following advice from CALC the Meeting noted the information which **must** be displayed on a Parish Council website:

- (i) Councillors Register of Interests (a link to the WDC website, where this information is already held, will suffice);
- (ii) Financial information to comply with 2015 Accounts & Audit Regulations.

It is good practice to publish Clerk and Councillors contact details, Agendas and Minutes.

Other information to be added should be decided and agreed upon by the Parish Council.

It was therefore agreed that Cllr Bainbridge would prepare a proposal for discussion/acceptance, at the next meeting.

115/16 Flooding Issues

It was reported that Cllr Glaze will liaise with WCC in relation to further information received regarding a flood monitoring system at the bridge.

No further update has been received from WCC relating to a flood alleviation scheme for the bridge.

116/16 Tree Planting

It was reported that following an initial enquiry from Bredon Scouts, a site meeting has now taken place where areas for planting were discussed. The PC now await further contact from Bredon Scouts, regarding whether they wish to go ahead with the tree planting discussed.

117/16 Lengthsman Appraisal –

The Meeting discussed the recent appraisal undertaken by the Chair and the Clerk. A proposal was made by Cllr Ransted that the current salary rate be increased to the rate already agreed by the PC, this was seconded by Cllr Palmer.

The Meeting also discussed and agreed additional work to be carried out at both the Cemetery and Churchyard. Cllr Wilkes agreed to meet with the lengthsman to discuss.

118/16 Churchyard & Cemetery –

Following the recent health and safety inspection, the Meeting noted that no maintenance work is currently required. Two issues were raised, however, regarding the current Cemetery Policy. Cllr Wilkes agreed to consider and prepare Policy additions in readiness for the next Meeting.

119/16 Village Benches -

The Meeting considered whether village benches should be added to the insurance policy. The Meeting agreed that benches in the cemetery are the responsibility of the Parish Council and therefore the Clerk should investigate insurance costs. The Clerk agreed to investigate and liaise with the Parish Council, prior to the next PC meeting.

120/16 VAS Speed Sign -

The Meeting noted the return of the speed sign and the subsequent requirement to purchase two replacement batteries. A proposal for the purchase was made by Cllr Wilkes and seconded by Cllr Ransted.

The Meeting also noted that there is still a need for an additional volunteer to assist with battery changing and moving of the sign. It was agreed, therefore, that the Clerk would make a further plea for assistance in the Parish Magazine.

121/16 Correspondence for Information –

Noted.

122/16 Councillors Reports and Items for future Agenda –

Request for maintenance regarding four snapped fence posts at the allotment site. Cllr Wilkes agreed to seek a quote from the contractor who carried out the initial work at the site.

123/16 Date of next meeting –

The next Parish Council Meeting will be held on 12th July.

Meeting closed at 9.50