

Minutes of the meeting held 13 April, 2016 at War Memorial Hall, Cleeve Prior

Present: Councillors: P Howe (Chair), S Robinson, R Lasota (arrived 8:30pm), P Turner, B Rhodes & H Stuart-Davies

In Attendance: S Arble (Clerk) and 7 members of the public.

001 No apologies received.

002 No interests declared.

003 No dispensation requests received.

004 **The Council resolved** to approve the **MINUTES** of the meeting held 9 March 2016 at War Memorial Hall, Cleeve Prior.

005 **Chairman moved: The meeting now adjourned to hold Public Question Time, notes of which are at the end of the minutes. The meeting was adjourned from 8:10pm until 8:55pm.**

006 **WCC CLLR REPORT:** Cllr Adams reported the following:

- A. Memorial Management Comm. to receive a £3000 grant from WDC to upgrade the heating system in the Memorial Hall.
- B. Road repairs will occur in near future. There are no planned road closures for the work.
- C. No exact date yet for Evesham Road path repair.
- D. P Baker wants the section of Mill Lane leading to the Wharf repaired. Recently patched but remains in a poor state. **ACTION: Council to consider priority of the request at a future meeting.**

007 **WDC CLLR REPORT:** Cllr Lasota reported the following:

- A. Birmingham Anglers having trouble with kids on quad bikes and displays of anti-social behaviour.
- B. Will seek a solution with WCC regarding the bridleway at Mill Lane; want to find a way to stop quad bikes accessing Mill Lane via the path. A Adams stated ideas to do so have been put on hold because it was believed there was no longer an issue with quad bikes.
- C. Police raid on Traveler site today.
- D. Burnt out car on CPO land.
- E. Police would like a letter from CPPC outlining the incidents which have taken place on the CPO land.

PLANNING

008 **The Council resolved** not to object to planning application W.16.00759.PP. Cllr Lasota declared a non-pecuniary interest and left the room during deliberations.

009 W.15.00472.PP was approved by WDC. The Council did not object to this application.

FINANCE

010 Cllr Robinson confirmed the March 2016 reconciliation is correct.

011 March 2016 Income & Expense Report was noted.



March 2016 transfers, balances & receipts were noted.

- 013 **The Council resolved** to consider Section 1 of the 2016 Annual Return at the May meeting.
- 014 Due to the Internal Auditor not completing the audit, **the Council resolved** to consider Section 2 of the 2016 Annual Return at the May meeting.
- 015 Due to the Internal Audit not being completed, **the Council resolved** to note the Internal Auditor Report at the May meeting.
- 016 The Clerk requested a £900 grass cutting grant from Rooftop.
- 017 The Council resolved to approve the following payment schedule.

Payment References; those in **red** previously paid; **blue** late addition

Ref	Chq	Payee	Details	Total	VAT	Net	Chq Total	Date
1	346	WCALC	Good Cllr Guides	£10.19	£0.00	£10.19		13.04.16
2	347	T Hunt	Lengthsman Mar-16	£126.00	£0.00	£126.00		13.04.16
3	348	Memorial Hall	Jan-March Rent	£52.00	£0.00	£52.00		13.04.16
4	349	Clerk	March wage	£428.25	£0.00	£428.25		13.04.16
4	349	Clerk	March expenses	£50.04	£0.67	£49.37	£478.29	13.04.16
		TOTAL		£666.48	£0.67	£665.81		

NEW AGENDA ITEMS

- 018 **The Council resolved** to present the CP11 Survey to the NDP Working Party then adopt the survey at an Emergency Meeting.
- 019 **The Council resolved** to upgrade CP 553B by laying heavy duty grass mesh (3 pks £101.50) plus 'U' clips (2pks at £43.80), 20mm gravel (4 bags at £46.35) and membrane (£60). Total cost of £637.50. Labour is free of charge. **ACTION: Clerk to inform T Carr.**
- 020 **The Council resolved** to authorise the ASB Working Party to purchase 3 lockable steel wall mounted boxes for the collection of ASB monitoring forms at a cost of £40. Labour is free of charge. The pub, farm shop, Memorial Hall and school are location options.
- 021 **The Council resolved** to purchase 50 QEII medals at a cost of £107 for the purpose of distributing to the 41 Cleeve Prior 1st School students. The nine extra medals to be offered to primary school age parish children who do not attend Cleeve Prior 1st School.
- 022 **The Council resolved** to approve the 2 year NPower contract (for two accounts) at the following rates: Acc 001 - 11.169 p/kWh, Acc 002 – 15.311 plus £8 month standing charge.
- 023 The Council resolved to purchase a lock for the BT Kiosk at a cost up to £30. Labour to install is free of charge.

CLERK'S UPDATE

Correspondence For Consideration (not otherwise noted):

- 024 **SWDP Draft Affordable Housing and Draft Traveller WDC Site Allocation:** Noted

SWDP Infrastructure Levy Charging Schedule and Draft Developer Contributions Supplementary Planning Document: Noted

026 **P Baker 07.04.16 email:** Complaint about T Carr trespass. **ACTION: Clerk to respond Thank you, email noted.**

Tabled Correspondence:

027 **A Fulton 07.03.16 email:** Request for guidance on allotments damage. The Clerk responded on 21.07.16; Council not responsible for damage, discuss matter with farmer.

028 **WDC:** J Hiden request to Severn Trent to clear their ditch on Quarry Lane.

029 **L Davis 04.04.16 email:** Re Rooftop Housing in The Close; Clerk responded on 04.04.16 to contact Rooftop or WDC.

PROGRESS REPORTS

030 **Lengthsman/Flood Prevention:** Ditches near Manor reported to J Hiden on 15.02.16. The land owner needs to be identified to serve action notice.

031 **CPO Land:** The Clerk reported an incident of a yellow tanker labelled "Campion" on the CPO land. The police investigated and discovered the tanker broke down. It is not clear why the tanker was on the CPO land. Cllr Stewart-Davies reported via email that a lorry was seen dumping rubble on the CPO land at 3pm on 04.04.16.

032 **Cleeve Prior NDP:** Cllr Howe, Cllr Robinson, T Carr & the Clerk met with A Ford, J Hegarty and D Hammond on 23.03.16. See 8A.

033 **Footpaths:**

034 **Allotments:** K Innes & N Bratt would each like to retain two plots each which mean there are no plots available.

035 **School Playground:** The Clerk received the A Frame net. Clerk to request help from M Heelis to contact the PTA.

036 **"bend right" sign across from The Manor – 6823965:** No update.

037 **The Green Posts: Work complete. ACTION: The Clerk to cut £100 donation cheque to CPHT for May meeting.**

038 **Weed Spraying:** No update on equipment.

039 **WWI Commemoration Trees:** Cllr Robinson met with Head Teacher and it was agreed to seek a donation of 11 trees to commemorate the 11 fallen from Cleeve Prior during WWI. Trees to be planted in the autumn in conjunction with I Robinson presenting the stories of the 11 fallen to the school. Cllr Robinson requested cllrs to identify a suitable location to plant the trees.

040 **Section 106 WP:**

041 **ASB WP:** Final draft monitoring and reporting forms presented to the Council.

042 **Tree Work:** Wharf completed; one branch remaining on The Green.

043 **COUNCILLOR REPORTS AND FUTURE AGENDA ITEMS**

- A. Ethical Banking – Cllr Rhodes
- B. Donation to CPHT on May Payment Schedule
- C. Mill Lane repair priority

D. Chair Howe resigned as a member of the Council. He read a resignation letter to the Council. **ACTION: Clerk to report resignation to WDC.**

044

DATE AND VENUE OF NEXT MEETING: 8:00pm on 11 May 2016 at the War Memorial Village Hall, Cleeve Prior. The Annual Parish Meeting to start at 7:30pm.

494

Meeting closed at 9:55pm.

Signed  Date 11/5/2016.

NOTES OF PUBLIC QUESTION TIME

1. A member of the NDP Working Party asks why she hadn't received an update for the 23.03.16 WDC meeting and why she wasn't invited to the meeting.

A few cllrs responded that the meeting participants were chosen at the April meeting and that the Council expected T Carr, who was at the meeting, to update the NDP Working Party.

2. A parishioner asked if WDC will provide alternative plots for Travelers should the Traveler site be closed.

Co Cllr Adams responded that WDC is currently with private site owners to ascertain if current sites can be expanded. The SWDP does not call for any additional plots in Cleeve Prior.

3. A parishioner asked if a Traveler can set up an unauthorised site.

Co Cllr Adams responded that this is a Planning Authority matter.

4. A parishioner requested if Progress Reports could be brought forward on the agenda.

Chair Howe stated Progress Reports are FYI unless there is an additional update.