

Minutes of the meeting held 9 November 2016 at War Memorial Hall, Cleeve Prior

Present: Councillors: Sue Robinson (Chair), Hazel Stewart-Davies, Mary Smith, Beverly Rhodes (arrived 8:05) and Richard Lasota (arrived 8:25)

In Attendance: S Arble (Clerk), PC B Samson and four members of the public.

270 No apologies received.

271 **DECLARATION OF INTERESTS** – None declared.

272 No dispensations requested.

273 **The Council resolved** to approve the **MINUTES** of the meeting held 12 October 2016 at War Memorial Hall, Cleeve Prior.

274 Because the WCC/WDC Cllrs were not present, the Chair moved business to the next item; Public Question Time, see notes at end of minutes. 8:05 until 8:15.

275 No planning applications for consideration.

276 W.16.02130.LB WDC approved.

FINANCE

277 The External Auditor, Grant Thornton, signed the Annual Return, however, there is a misunderstanding as to the comments. The Clerk contends that Accounts and Audit Regulations were adhered to in that the Annual Governance Statement was considered by the Council at the May 2016 meeting prior to the Statement of Accounts; the minutes of the meeting show this to be the case. However, the Clerk mistakenly put a wrong date in a box which made it seem as though Statement of Accounts was considered by the Council prior to the Annual Governance Statement. Based on the minutes, the Clerk requested the comments be amended to reflect the minutes of the meeting. Grant Thornton declined to amend their comments, however the issue is minor.

278 The October 2016 Income & Expense Report was noted. The Clerk noted CALC fees were at 104% of the budget and Memorial Hall Reserve at 116% of budget. Although, payments received from the Memorial Hall were placed as income.

279 **The Council resolved** to approve the 6th Draft 2017-18 Budget as final and without amendment.

280 **The Council resolved** to appoint Cllr Rhodes as 4th bank signatory. The Clerk gave Cllr Smith the mandate and requested the form be returned when complete. The Clerk explained to Cllrs Rhodes and Smith that once both cllrs complete their sections then both will have to present the form in person at Lloyds with a photo ID and proof address. **ACTION: Cllrs Smith & Rhodes to complete the mandate.**



281

Cllr Rhodes confirmed the October 2016 reconciliation is correct.

| | | |
|-----------|----|-----------|
| Date | | Date |
| 01-Oct-16 | to | 31-Oct-16 |

| | | | | |
|------|-------------------------|--|--|----------|
| | | | | |
| add | Current Account balance | | | 6089.22 |
| add | Deposit Account balance | | | 52112.38 |
| less | Cheques paid uncleared: | | | |
| | | | | |
| equ | Balance C/F | | | 58201.60 |

| | |
|----------------------------------|----------|
| Opening Balance Deposit Account | 52110.47 |
| Add receipts for period | 1.91 |
| Less payments for period | 0.00 |
| Opening Balance Current Account | 6573.15 |
| Less SEPT payments: #s 372 & 380 | 490.94 |
| Add receipts for period | 771.75 |
| Less OCT payments | 764.74 |
| Closing Balance | 58201.60 |

282

The Council resolved to approve the payment schedule.

| Ref | Chq | Payee | Details | Total | VAT | Net | Chq Total | Date |
|-----|-----|------------|-------------------------------|-----------|--------|---------|-----------|----------|
| 50 | 389 | CPMVH | Rent: July-Sept | £39.00 | £0.00 | £39.00 | | 09.11.16 |
| 51 | 390 | Limebridge | 1 cut Sept | £248.00 | £41.40 | £207.00 | | 09.11.16 |
| 52 | 391 | WORCS CALC | Cllr Training | £60.00 | £10.00 | £50.00 | | 09.11.16 |
| 53 | 392 | Npower | 002 Acc July-Sept | £9.31 | £0.44 | £8.87 | | |
| 54 | 392 | Npower | 001 Acc July-Sept | £112.13 | £5.34 | £106.79 | £121.44 | 09.11.16 |
| 55 | 393 | IC Brindle | Lifebuoy/30 meter rescue line | £67.02 | £11.17 | £55.85 | | 09.11.16 |
| 56 | 394 | S Arble | Oct Wage | £431.25 | £0.00 | £431.25 | | |
| 56 | 394 | S Arble | Oct expenses | £37.72 | £0.58 | £37.14 | £468.97 | 09.11.16 |
| | | | | | | | | |
| | | TOTAL | | £1,004.43 | £68.93 | £935.90 | | |

283

WDC CLLR REPORT – Cllr Lasota reported the following

- A. A few parishioners complained about the skip blocking bridle path off Mill Lane. Refuse collection is going well.
- B. Money will be available for measures to reduce illegal trespassing etc in the parish.
- C. There will be a general meeting between WDC/WCC etc officers to discuss the installation of kissing gates and posts at bridle path off Mill Lane.

NEW PROPOSALS

284

Chair Robinson gave a detailed report on the history of the school playground and the issues of the land not being registered. Several cllrs expressed concerns about the future of the playground. **The Council resolved** to identify a solicitor at a cost up to £1000 to advise on the feasibility of registering the school playground east of the footpath and tarmac area next to the school building as CPPC land. **ACTION: The Clerk & Chair Robinson to research suitable solicitors.**

- 285 **The Council resolved** to open discussions with the Birmingham Anglers Association with the view of strengthening the relationship between the two organizations and eventually improving the Parish Wharf. **ACTION: Cllr Rhodes will contact BAA.**
- 286 **The Council resolved** to support a parishioner's ASB Community Trigger. Various agencies will receive copies of the Community Trigger. Police are seeking community impact statements from parishioners. The statements must be signed, but no names are mentioned. **ACTION: Cllr Stewart-Davies to continue support.**
- 287 **The Council resolved** to form a Standing Orders Working Party to review standing orders and make recommendations. Cllrs Smith & Robinson are the members of the party.
- 288 **The Council resolved** to investigate the possibility of moving the rubbish bin near the phone exchange across from the pub for the purpose of creating a few extra parking spaces. **ACTION: Clerk to make enquiries.**

CLERK'S UPDATE

- 289 No correspondence for consideration.

290 Tabled Correspondence

- A. Age UK 03.10.16 letter RE Reconnect Programme: **ACTION: Clerk to forward copy of letter to Chair Robinson. ACTION: Clerk to request a small ad from organization to be placed in the parish magazine.**


Correspondence Sent

- 291 15.10.16 letter to M Pollit RE street light on empty land, Sharrow, Bidford Rd. The Clerk requested the Mr Pollit to clear vegetation from the column so light can cast down. Mr Pollit called the Clerk and said he would see what could be done. The Clerk requested PD Long to repair the light and Cllr Lasota reported the light is working.
- 292 WDC informed the Council that a by-election wasn't called; can co-opt another cllr.
- 293 On 03.11.16 the Clerk informed RA Bennett and J McMinn to inform the estate agents that there is no parking on the grass verge in front of the cottages near the pub. The estate agents acknowledged that this was understood to be the case.

PROGRESS REPORTS

- 294 Due to the owner of the land being unknown, the Clerk requested WCC Cllr Adams to pursue the clearance of the Bidford Rd ditch and headwall by using the Highways Act as suggested by A Fell of WDC.
- 295 The Clerk spoke with I Robinson about the possibility of erecting the A frame net; no definite plan set.
- 296 NDP update: See Public Question Time notes. **ACTION: Clerk to request a written update and timeline from T Carr.**
- 297 On 03.11.16 Chair Robinson requested WCC Cllr Adams to organize a multi-agency meeting to focus on crime/anti-social behaviour in the parish. Cllr Adams requested details of incidents. Chair Robinson is collecting data.

COUNCILLOR REPORTS & Future Agenda Items

- 298 The Council thought it a good idea to send letters to C Greenwood and the owner of Cleeve Prior Garage to re-assert the Council's claim on the common land in the front of these properties as CPPC registered common land. **ACTION: Clerk to draft letters.**
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299 The Clerk took advice from R Levett of WCALC concerning signs for the Parish Wharf. The Council can restrict use to parishioners only and it should provide a disclaimer where safely using the wharf is concerned. Most important is that a maintenance schedule should be kept which provides evidence that CPPC is taking reasonable precautions to ensure the safety of those using the wharf. **ACTION: Cllr Rhodes to research cost of wording of the sign and make a recommendation to the Council.**

300 Change Meeting Dates – Cllr Lasota

301 Heritage Trust – Chair Robinson

302 **DATE AND VENUE OF NEXT MEETING:** 8:00pm on 14 December 2016 at War Memorial Village Hall, Cleeve Prior.

303 Meeting closed at 9:30pm.

Signed  Date 14 / 12 / 16.

NOTES OF PUBLIC QUESTION TIME

1. A parishioner requested an NDP update. Chair Robinson provided an update:
 - A. Barrister recently checked draft to ensure compliance with national and local planning regulations.
 - B. Draft is currently undergoing a technical check.
 - C. Evidence gathering ongoing.
 - D. There will be a referendum if the Inspector approves the Draft NDP.
2. A parishioner stated that the wrong agenda was posted on the website.