

**Minutes of the meeting held 12 June 2017 at War Memorial Hall, Cleeve Prior**

Present: Councillors: Sue Robinson (Chair), Mary Smith, Beverly Rhodes and Richard Lasota (arrived 7:45pm)

In Attendance: S Arble (Clerk), WDC Cllr Lasota and three members of the public.

073 Apologies accepted from Cllrs Hazel Stewart-Davies and Peter Wilson.

**DECLARATION OF INTERESTS**

074 No interests declared.

075 No dispensations requested.

076 **The Council resolved** to approve the **MINUTES** of the meeting held 10 May 2017 at War Memorial Hall, Cleeve Prior.

077 **Worcs Co Cllr Report:** WCC Cllr Adams was not present.

078 **WDC Cllr Report:** See minute 107.

**PROGRESS REPORTS**

079 Chair Robinson met with WCC officers on 26.05.17 to discuss the kerb and road repair scheduled for July.

- A. It is not possible to replace the current blue liais kerb stones "like for like".
- B. Contractor will try to move current blue liais kerbs which are in good condition on front of The Green. Conservation stone to be used elsewhere.
- C. Contractor will keep sets at driveway accesses.
- D. Cannot create an official parking area across from the pub. The kerb will allow for cars to access the area at owners' risk.

080 WDC NDP consultation is currently running until 5:00pm on 14 June 2017.

081 The Lengthsman contract was signed; matter resolved.

The **Council resolved** to pay the three outstanding invoices from the previous Lengthsman totalling £315.00. These invoices can be set against the current financial year, however, it is likely the Council will run over-budget.

082 Mr D Harvey agreed to act as the VAS liaison. He plans to meet with a South Littleton PC representative on 13.06.17.

083 On 04.06.17 a reply was sent to S Stojanovic regarding additional information for Community Assets applications. The applications are for the School Playing Fields, Kings Arms, Heritage Trust Lands and Cleeve Prior Garage.

084 On 10.05.17 J Hegarty replied to the J Carver fly tipping letter of complaint on behalf of CPPC.

085 The Clerk emailed an agreement letter to J Williams of BAA regarding the clearing of BAA land adjacent to the Parish Wharf. Cllr Rhodes received an email from J Williams on 24.06.17 stating that BAA is content for the work to be carried out. Work on the site has commenced.

**COUCILLOR'S REPORTS and Future Agenda Items**

086 Chair Robinson reported that the Perkins Trust will donate money to Salford Priors 1<sup>st</sup> School for Early Years creative play equipment. Cleeve Prior 1<sup>st</sup> School will have an opportunity to apply for funding for similar equipment.

- 087 Cllr Smith reported that dogs are roaming unleashed on the school playing field. This a clear violation of the rules outlined for public use of the playing field.  
**ACTION: Chair Robinson to discuss the matter with Mrs Newbury, Head of the School.**  
**ACTION: Cllr Smith to draft a piece for inclusion in the parish magazine.**
- 088 Chair Robinson would like the change of Council meetings date flyer she emailed to the Clerk to be included in the next few editions of the parish magazine.
- 089 Cllr Smith reported that people are cycling on pavements. **ACTION: Cllr Smith to draft a piece for inclusion the parish magazine.**
- 090 **ACTION: Clerk to write a no parking on the pavement piece for inclusion in the parish magazine.**
- 091 Cllr Lasota enquired if the agent for T Farmer has been in contact with the Clerk. The agent may want to make a presentation at a Council meeting regarding a development on Mr Farmer's land. The Clerk responded that he has not been contacted by the agent.
- 092 Cllr Smith would like the finance section of future agendas near the start of meetings.  
**ACTION: Cllr Smith to forward a proposal to the Clerk.**
- 093 Chair Robinson would like to include monitoring systems for the Lengthsman and grass cutting contractors on a future agenda. **ACTION: Chair Robinson to forward a proposal to the Clerk.**

#### CLERK'S UPDATE

- 094 The Clerk cannot attend the July or September meetings. Cllr Smith agreed to take minutes for both meetings.
- 095 No correspondence for consideration.

#### Tabled correspondence

- 096 12.05.17 cc email of a parishioner concerned about caravans parked in a garden at rear of Evesham Road houses. Chair Robinson reported that the dog noise from the same garden is unreasonable. Since the email was received, there are now two caravans in the garden; however it is unclear if one is being fully occupied rather than occupied as a bedroom extension. Chair Robinson did ask resident to cc the Council when complaints are lodged. **ACTION: Chair Robinson to contact C Wood of Rooftop to discuss the matter.**

- 097 The Chair moved the meeting be suspended to hold Public Question Time. The suspension lasted from 8:09pm to 8:10pm. Notes at end of Minutes.

#### PLANNING

- 098 17.00493.CU approved; the Council did not object.
- 099 17.00643.HP: WDC pending - the Council objected to this application





## FINANCE

100

The Council resolved to approve the Payment Schedule.

Ref	Chq	Payee	Details	Net	VAT	Total	Chq Total	Date
19	438	R Fletcher	2017 Internal Audit	£165.00	£0.00	£165.00		
20	438	R Fletcher	2016 Internal Audit	£165.00	£0.00	£165.00	£330.00	12.06.17
21	439	1&1	May Website	£9.99	£2.00	£11.99		
22	439	1&1	June Website	£9.99	£2.00	£11.99	£23.98	12.06.17
23	440	S Robinson	Chair Allowance	£100.00	£0.00	£100.00	£100.00	12.06.17
24	441	Limebridge	May cut	£211.00	£42.20	£253.20	£253.20	12.06.17
25	442	PD Long	Repair St Lights Mill Lane & The Close	£148.00	£29.60	£177.60	£177.60	12.06.17
26	444	A Farnsworth	May Lengthsman	£132.00	£0.00	£132.00	£132.00	12.06.17
27	445	Clerk	May Wage	£435.55	£0.00	£435.55		
27	445	Clerk	May expenses	£28.86	£1.42	£30.28	£465.83	12.06.17
28	443	T Hunt	Feb Lengthsman	£126.00	£0.00	£126.00		
29	443	T Hunt	March Lengthsman	£126.00	£0.00	£126.00		
30	443	T Hunt	April Lengthsman	£63.00	£0.00	£63.00	£315.00	12.06.17
		<b>TOTAL</b>		<b>£1,720.39</b>	<b>£77.22</b>	<b>£1,797.61</b>	<b>£1,797.61</b>	

101

The May 2017 Income &amp; Expense Report was noted.

102

Cllrs Rhodes confirmed the reconciliation is correct.

Date		Date
01-May-17	to	31-May-17

add	Current Account balance			4247.89
add	Deposit Account balance			54347.39
less	Cheques paid uncleared:	#437		29.52
equ	Balance C/F			58565.76

Opening Balance Deposit Account	59345.27
Add receipts for period	2.12
Less payments for period	5000.00
Opening Balance Current Account	4987.49
Less Period payments:	5821.12
Add receipts for period	5052.00
Less late cleared payments	0.00
Closing Balance	58565.76

103

The Council noted the 2017 Internal Auditor Report. There were no reported issues.

104

The **Council resolved** to complete Section 1 of the 2017 Annual Return. The section was completed in Council.

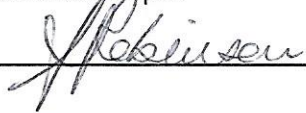
- 105 The **Council resolved** to complete Section 2 of the 2017 Annual Return.  
**ACTION: Clerk to forward completed Return to the External Auditor.**

**NEW MOTIONS FOR CONSIDERATION**

- 106 The **Council resolved** to purchase defibrillator battery and pads at cost of £85 plus VAT. **ACTION: Clerk to place the order.**
- 107 **WDC Cllr Report:**  
A. There have been Multi-Agency follow-up discussions regarding fly tipping.  
  
B. Perhaps the Council should invite the Police Commissioner and MP to a meeting if anti-social behaviour issues continue.  
  
C. Perhaps the grass contractor can be requested to make sure the grass is cut just prior to the Cricket Match on 16 July.

- 108 **DATE AND VENUE OF NEXT MEETING:** 7:30pm on 10 July 2017 at War Memorial Village Hall, Cleeve Prior.

- 109 Meeting closed at 8:55pm.

Signed  Date 10/7/17.

**OPEN QUESTION TIME NOTES**

A parishioner stated that there should be two cuts a month April through October and two other cuts depending weather.