

Minutes of the meeting held 12 February 2018 at War Memorial Hall, Cleeve Prior

Present: Councillors: Sue Robinson (Chair), Mary Smith & Richard Lasota

In Attendance: Four members of the public, S Arble (Clerk) & WCC Co Cllr Alistair Adams

343 Apologies received from Cllrs Beverly Rhodes, Hazel Stewart-Davies and Peter Wilson.

DECLARATION OF INTERESTS

344 No interests declared.

345 No dispensations requested.

346 Subject to providing the name of the architect in Minute 339C, the **Council resolved** to approve the **MINUTES** of the 24 January 2018 extraordinary meeting held at War Memorial Hall, Cleeve Prior. **ACTION: Chair Robinson to forward the architect's name to the Clerk.**

347 The **Council resolved** to approve the payment schedule.

Payment References; those in **red** previously paid

Ref	Chq	Payee	Details	Net	VAT	Total	Chq Total	Date
87	495	Signs R Us	NDP Banners	£25.00	£5.00	£30.00		24.01.18
88	DD	1&1	January Website	£9.99	£2.00	£11.99		24.01.18
89	496	A Farnsworth	January Lengthsman	£132.00	£0.00	£132.00		12.02.18
90	497	Elavon	Memorial Hall Garden	£27.95	£0.00	£27.95		
91	497	Blenheim Nursery	Memorial Hall Garden	£56.97	£0.00	£56.97	£84.92	12.02.18
92	498	Cleeve Prior Newsletter	2017 fee	£296.00	£0.00	£296.00		12.02.18
93	499	Npower	001 4th qtr	£107.01	£5.35	£112.36		
94	499	NPower	002 4th qtr	£8.89	£0.44	£9.33	£121.69	12.02.18
95	500	S Arble	Jan Wage	£435.55	£0.00	£435.55		
95	500	S Arble	Jan Expenses	£40.12	£2.08	£42.20	£477.75	12.02.18
		TOTAL		£1,139.48	£14.87	£1,154.35		

348 The Council confirmed the January 2018 bank reconciliation is accurate.

add	Current Account balance			4486.21
add	Deposit Account balance			55285.84
less	Cheques paid uncleared:		#489	30.00
			#495	30.00
equ	Balance C/F			59712.05

Opening Balance Deposit Account		55283.64
Add receipts for period		2.20
Less payments for period		0.00
Opening Balance Current Account		5591.54
Less Period payments:		1033.33
Add receipts for period		0.00
Cleared Payments from December	#485	132.00
Closing Balance		59712.05

349 January 2018 Income & Expense Report noted.

350 The Council resolved to engage Mr R Fletcher as the Internal Auditor for 3 years (through 2020 Annual Return) at a cost of £180.00 per year. **ACTION: Clerk to obtain Engagement Letter signature.**

351 **WDC Cllr Lasota Report:**

- A. Trying to arrange a meeting with J Hegarty etc at Field Barn for the purpose of addressing the fly-tipping in the area.
- B. Intended to obtain aerial photos of the area, but the photographer declined to do the job. A surveyor was asked to inspect the CPO land and surrounding area. Photographs of the area were scheduled to be taken last week to confirm the drastic increase of fly-tipping since the last inspection.
- C. 8 new Gypsy pitches approved at Wyre Piddle, but the Kempsey application was pulled. Concerned about the short-fall of Gypsy sites.

Chair Robinson stated the NP still needs to be formally adopted by WDC and that Cleeve Prior should have a measure of protection because sites the size of Cleeve Prior is no longer deemed acceptable. To better control the situation WDC needs to enforce planning on abandoned pitches and require owners to return pitches to agricultural land as stipulated by planning approval conditions. It may be that compulsory purchase is the way forward to enforce planning conditions.

R Lasota stated it is a matter of timing in terms of Gypsy site allocation and that some progress is being made.

- D. Andrew fell offered a meeting to discuss Quarry Lane bridge culvert should the current efforts fail.

352 **Meeting adjourned from 7:55 to 8:15 to hold Public Question Time; notes at the end of the minutes.**

353 Due to time constraints, Chair Robinson altered the agenda to ensure the most important matters were covered.

PLANNING

Pending

354 18.00086.LB – Croft Barn, Bidford Road: Replacement doors 7 windows NO OBJECTION by delegated decision to the Clerk
Chair Robinson noted the wall was knocked down and trees felled. **ACTION: Chair Robinson to discuss matter with home owners.**



Enforcement

- 355 ENF.17.0541 – Adjacent Kingsmoor Farm, Quarry Lane. Highways will not support an application for change of use. J. Phelps plans to meet with owners on site within the next month.
Chair Robinson stated that this application should be treated as any other and that she believes it isn't in compliance with planning regulations.
- 356 ENF.17.0619 – Olde Kemys Cottage, Main St: stone wall replacement. B Lawless to visit site in early January. **ACTION: Clerk to request update from B Lawless.**

NEW MOTIONS FOR CONSIDERATION

- 357 The Council resolved to purchase an Efco MT-3500S 14" 35cc low emission petrol chainsaw to be used for footpath clearance at a cost of £199.00. **ACTION: Clerk to purchase chainsaw.**
- 358 The Council resolved to purchase 3 metal kissing gates at a cost of £1273.37. The installation work is to be carried out by volunteer labour. The gates are to be located at
A. 569 at Hoden Lane entrance
B. Intersection of 559 & 577
C. 559 at the kink

Chair Robinson requested that the stiles remain in place if possible.

T Carr stated that F Argyll proposed that the gates should be fully accessible to all wheel chair types, but this would cost extra. The Council requested that T Carr inform F Argyll that this is not suitable for Cleeve Prior because the electronic keys could be obtained by unauthorised persons thus increasing the risk of unwanted vehicular access to the footpaths.

359 **WCC Cllr Alistair Adams Report**

- A. A new system for clearing/cleaning drains and gulleys is being implemented where by the lorries can measure how much clearing took place to aid in future maintenance scheduling. Clerks and clls will have access to the system.
- B. Litter picking equipment will be available to parish volunteers. WDC will collect the rubbish. If interested contact WDC.
- C. 0% WDC Council tax rise; 4.94% WCC Council tax rise. Cleeve Prior minus 5.4%; £68.91 per household.
- D. Please report weeds on roads.
- E. The Close footway scheduled sometime in the next nine months; there will be no CPPC contribution required.
- F. Footpath 553 re-surfacing underway.
- G. Cars and domestic appliance fly-tipping on WCC land behind Traveller Site has been reported to Place Partnerships.
- H. Thinks kissing gates is a good idea.
- I. Requested removal of trees on Evesham Rd near Sun Court.
- J. £200 footpath clearing equipment approved in principle. The Clerk stated that the Council expects users of chainsaws etc to be properly trained. **ACTION: T Carr to submit a new application.**
- K. Mats for Memorial Hall yoga and pilates classes and computer for pre-school approved.



PROGRESS REPORTS

- 360 Quarry Lane culvert; see minute 351D.
- 361 Parish Wharf Community Asset Application currently being revised by Chair Robinson
- 362 Evesham Road Hedge; see minute 359I.
- 363 The Close Grit Bin (434329): Bin not filled.
- 364 Pile of Stones Drain, Main St (472293): Scheduled to be jetted; matter resolved.
- 365 29.01.18 Parish Projects Parish Meeting minutes emailed to cllrs 11.02.18.

Cllr Lasota concerned that there may be no need to spend an additional £1000 on developing a business case since the pub has been sold subject to contract.

Chair Robinson stated the dilapidation survey was conducted and the Working Party is awaiting the report; this will cost £550 plus VAT. The Working Party intends to continue working until the Business Plan is completed because the sale could fall through. However, the other costs approved by the Council were only to be spent if deemed necessary.

- 366 Street Lights: Cllr Smith reported:

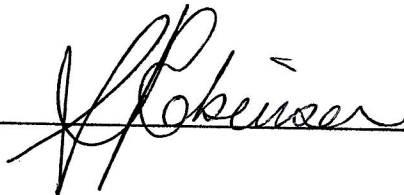
- A. Draft Terms of Reference was developed and it was briefly discussed.
- B. She met with R Hebron of S Littleton who recently replaced their street lights.
- C. Received a helpful report from the Clerk.
- D. Plan to meet with J Chance and representative of Candela next week.
- E. Plan to visit local areas with new LED street lighting.
- F. Need to develop questions for parish consultation.

CORRESPONDENCE FOR CONSIDERATION

- 367 B Taylor 13.01.18 email: Invitation for CPPC to appoint a Trustee to CPHT. Cllr Lasota suggested that it may be a better plan to invite a CPHT volunteer to be co-opted as a member of the Council. **ACTION: Cllr Lasota to make enquiries.**
- 368 J Storry 12.01.18 email: Suggestion to reduce road width near Cherry Wood & Southlands leading to Earl's Wood – noted – **ACTION: Clerk to respond.**
- 369 R Carless Letter: Request Council views on placing a PCC noticeboard on the Village Green. The Council doesn't believe two noticeboards on the Green is appropriate. However, it is open to the idea of a new, slightly larger noticeboard which can be shared with the PCC. Perhaps a parishioner is willing to build a new noticeboard with shared costs and costings should be obtained. **ACTION: Clerk to respond to R Carless.**
- 370 SWDP Supplementary Planning Documents Consult - emailed to cllrs 02.02.18
Comments due 16.03.18 www.swdevelopmentplan.org. Council noted that this consult needs further scrutiny.
- 371 T Carr 06.02.18 email: New Homes Bonus Proposal. T Carr was informed that the New Homes Bonus can't be used for this project as currently described. It may be possible to alter the language to meet requirements. It may also be possible to use this proposal for S106 funds. **ACTION: Clerk to forward details of S106 funding to Cllrs Smith and Robinson.**



- 372 T Carr 06.02.18 email: Clearing riparian way between the Wharf and Marcliff. The Council informed T Carr that this is not a project in which the Council should get involved as the land belongs to BAA. The matter will be discussed further with various interested parties.
- 373 Due to Cllr Lasota having to excuse himself, the Council was inquorate; the meeting was closed at 9:07pm.

Signed  Date 12/3/18.

OPEN QUESTION TIME NOTES

1. A member of the public stated that WDC is now using part-time planning enforcement employees.
2. A member of the public stated the reorganization of Councils/Districts in the early 1970s is when a large Gypsy Site in Droitwich was transferred. WDC sold the site, perhaps the same thing could be down with the Cleeve Prior Site.

Chair Robinson replied that there is a 5 year option on the land and that CPPC is not the owner.

3. A parishioner requested an update on the pub.

Chair Robinson replied read the letter received from the estate agents. An offer was accepted from P Gilks who wants to operate Kings Arms as a pub. As a backup plan, CPPC will continue to develop a business case for making an offer to purchase the pub.

4. T Carr explained his New Homes Bonus proposal. A parishioner commented that footpath (553 B) leading from The Close to Quarry Lane has been planned for resurfacing for two years without any action. See minute 371.