

Minutes of the meeting held 9 April 2018 at War Memorial Hall, Cleeve Prior

Present: Councillors: Sue Robinson (Chair), Mary Smith, Peter Wilson, Beverly Rhodes & Hazel Stewart-Davies

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

411 No apologies received.

412 No interests declared. Cllr Smith consulted with Gemma Harris, WDC Legal Executive, and reported that since no cllr has a pecuniary interest in planning application 18.00532.HP (item 9A-2) and none received individual notice of the application, there is no other interest to declare. Cllrs Smith and Stewart-Davies did declare that they live across the street from the proposed development.

413 No dispensations requested.

414 The **Council resolved** to approve the **MINUTES** of the 12 March 2018 meeting held at War Memorial Hall, Cleeve Prior.

FINANCE

415 The **Council resolved** to approve the amended payment schedule.

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

Ref	Chq	Payee	Details	Net	VAT	Total	Chq Total	Date
100	DD	1&1	March Website	£9.99	£2.00	£11.99		23.03.18
1	504	CPWMVH	Rent Jan-March	£39.00	£0.00	£39.00		09.04.18
2	505	A Farnsworth	March Lengthsman	£172.00	£0.00	£172.00		09.04.18
3	506	S Arble	March Wage	£435.55	£0.00	£435.55		
3	506	S Arble	March Expenses	£21.91	£0.58	£22.49	£458.04	09.04.18
4	507	WCC	CP Estate Rent	£30.00	£0.00	£30.00		09.04.18
5	508	WCALC	Cllr Training	£40.00	£8.00	£48.00		09.04.18
6	509	M English	Consult on Pub Purchase	£50.00	£0.00	£50.00		09.04.18
		TOTAL		£798.45	£10.58	£809.03		

416 The Council confirmed the February 2018 bank reconciliation is accurate. Cheque #495 is the payment made to Signs R Us and still hasn't been cashed.

add	Current Account balance			3702.18
add	Deposit Account balance			55290.31
less	Cheques paid uncleared:		#495	30.00
equ	Balance C/F			58962.49

Opening Balance Deposit Account	55288.19
Add receipts for period	2.12
Less payments for period	0.00
Opening Balance Current Account	3511.86
Less Period payments:	815.02
Add receipts for period	1005.34
UnCleared Payment from January #495	30.00
Closing Balance	58962.49

418 The Council noted the March Income & Expense Report.

419 **WDC Cllr Lasota Report:** not present.

Progress Reports

420 Quarry Lane Culvert Pollution: On 13.03.18 P Saunders of WRS emailed; inspected suspected property and will write to Rooftop to request the washing machines are reconnected.

421 Quarry Lane Culvert Clearance: No further progress.

422 The Close Grit Bin (434329): bin to be filled shortly.

423 Street Lights: The Clerk has still not sourced a contractor to inspect the wooden columns. The Clerk reported that he is now doubtful that a company is willing to work with wooden columns in any capacity. The Council may have to move forward on the basis of some lights will be too expensive to replace. Cllr Smith agreed. The Clerk plans to meet with K Walters on 11.04.18 to discuss the columns. The plan is to gather information as to costing and feasibility about column replacement.

Chair Robinson suggested that the Working Party should include the cost of column inspection in the search for a light contractor. The Clerk reported that at least one contractor stated that before any work were to be done that the Council would need to ensure the columns are safe.

424 Froglands Lane Work: T Carr reported that the work is for the purpose of improving the surface of the lane and the Bridle Path is unaffected. I White of WDC visited the site and could not see any concern for land drainage issues. The Council still has some concerns about the situation. **ACTION: Cllr Smith will make further enquiries. ACTION: Clerk to forward I White email address to Cllr Smith.**

425 CPO Wayleave Agreement: The Clerk hasn't received an Agreement from Western Power.

426 SWDP Briefing Review: Cllr Wilson attended this review on 20.03.18 and forwarded notes to the Council. The process is only just starting and will some time to complete.

427 Evesham Rd Hedge: The landowner has been requested by WCC to trim the hedge.

428 Kissing Gates: The gates and bridge on CP559 & CP569 are now installed, although there may be issues. Chair Robinson thanked the volunteers who carried out the work. Matter resolved.

429 Pub Bid: Chair Robinson stated that contracts are to be exchanged in the near future, but completion can't occur until after August. Once contracts are exchanged the new pub owner is willing to submit planning applications.

430 Meeting adjourned from 8:00 to 8:10 to hold Public Question Time; notes at the end of the minutes.

Clerk's Update

431 23.03.18 parishioner email RE pollution n CPO land – The Clerk responded on 26.03.18 stating plans to mitigate the issue are currently being developed.

432 Parish Games information posted on the website.

433 The Clerk instructed the Lengthsman to weed and spray both sides of Main St from Mill Lane to the Laurels. **ACTION: Clerk to instruct Lengthsman to clean road signs, street nameplates and bollards.**

434 Village Litter Pick a great success, although the bags near the Memorial Hall were not picked up. It was also reported that on 08.04.18, people in a silver Nissan Micra littered rubbish along Evesham Rd near the Traveller Site.

435 The Clerk and Chair Robinson too an **emergency decision** to hire heavy equipment and a driver to clear the CPO land o 5-6 April. This operation was cancelled and is rescheduled for 19-20 April. The cost is expected to be £400 plus VAT.

Planning For Consideration

436 The **Council resolved** to not object to planning application 18.00531.FUL, Upper House, Nightingale. However, the Council will request that the proposed development is for domestic use only as a condition of approval.

437 The **Council resolved** to object to planning application 18.00532.HP based on four principle reasons.

- A. The proposed development does not meet Cleeve Prior Neighbourhood Plan Policy CP4 point 3: "New buildings should respect neighbouring roof profiles and pitches, the characteristic spacing between buildings, the historic building line, and the overall density of the development in the village." The proposed garage extends well beyond the current building line.
- B. The proposed development is disproportionate to the current house and property.
- C. The existing 1950s buildings are set back from Main St in such a manner so as not to affect the historic street scene and listed development. The addition of a large brick garage well forward of the current building line would have a detrimental visual effect on the street scene and associated listed buildings.
- D. The proposed porch destroys the symmetry of the current 1950s house facade.

Planning Enforcement

438 ENF.17.0619 Olde Kemys Cottage: stone wall replacement - no update

NEW MOTIONS FOR CONSIDERATION

439 The **Council resolved** to accept the Southern Electric two year unmetered supply contract offer. It is estimated that the total cost over the two year contract will be £917.00. **ACTION: Clerk to authorize contract to commence 15 May.**

440 The **Council resolved** to form a Data Protection Working Party to include Cllrs Wilson and Robinson, the Clerk and a parishioner, S Vincent.

The Clerk stated that he doesn't hold sensitive data such race, ethnic origins, religious beliefs, etc. He recommended that the first steps in complying with the new law should be:

- A. The publication of a General Privacy Notice for the public and a Privacy Notice for staff, cllrs, contractors and those associated with the Council through volunteering. The Clerk emailed draft Privacy Notices to cllrs.
- B. Deciding which data to retain; mainly associated with the parishioner email contact list. If the Council does wish to keep such a list it must obtain consent. The Clerk emailed a draft consent form to cllrs.

441

WCC Cllr A Adams Report:

- A. Road sweeping with new a new contractor this year. Roads outside of 30 mph zones will now be swept. The contractor will monitor roads and sweep as necessary, however, the Council can request a sweep if needed. The Council would like a sweep in a few after work on the CPO land is complete.
- B. There are and will be several road closures in the area. There are five reasons for road closures:
 - 1. Utilities conducting emergency work
 - 2. Planned improvements
 - 3. New development
 - 4. WCC highway improvement
 - 5. Highways England for motorways and A46
- C. The new footway for The Closed is planned for 6 June.
- D. Property owners for hedge on Evesham Rd have been requested to trim the hedge.
- E. Concrete bollards around CPO grass in progress.
- F. Please use Lengthsman to weed pavements.
- G. Kissing gates installed at CP559 & CP569.

Cllrs Reports

- 442 The Annual Parish Meeting is to be held at 7:00pm on 14 May, just prior to the Council's Annual General Meeting. **ACTION: Clerk to advertise the meeting in the parish magazine.**
- 443 Cllr Rhodes reported that BAA is currently cutting back trees etc adjacent to the wharf.
- 444 The Clerk reported that an email dated 09.04.18 was received from a parishioner requesting the boundary bollard on the Parish Wharf to be replaced. I Robinson stated the Working Party intends to carry out the work when the weather improves.
- 445 The meeting closed at 9:30pm.
- 446 **DATE AND VENUE OF NEXT SCHEDULED MEETING:** 7:30pm on 14 May 2018 at War Memorial Hall, Cleeve Prior. The Annual Parish Meeting is scheduled for 7:00pm on the same evening.

Signed _____ Date _____

OPEN QUESTION TIME NOTES

1. A parishioner reported that a kissing gate near the CPO is damaged and does not appear to serve any purpose. A brief discussion about the gate ensued.
2. The concrete bollards plan for Steppes Pool is postponed due to the death of a WDC officer who was integral to the project.
3. T Carr reported that a training course for path clearing equipment at a cost of £230.00. Chair Robinson requested T Carr to submit the invoice to the Council.
4. A parishioner asked about road sweeping in the parish and footpath along Evesham Road. Chair Robinson stated she would make enquiries.

Minutes prepared by S Arble, Clerk to the Council, 10.04.18.

[Handwritten signature]
10/4/18