

# CLEEVE PRIOR PARISH COUNCIL

## To Members of the Council

You are hereby summoned to attend a meeting of the Cleeve Prior Parish Council to be held in the War Memorial Village Hall, Cleeve Prior, on Monday 9 September 2019 at 7:30pm, for the purpose of transacting the following business only.

SEAN ARBLE

Sean Arble  
Clerk to the Council

3 September 2019

## AGENDA

1. **APOLOGIES** and reasons for absence:

2. **DECLARATION OF INTERESTS:**

- a) To receive declarations of interest from councillors on items on the agenda.
- b) To receive written requests for dispensations for disclosable pecuniary and non pecuniary interests (S33 of the Localism Act 2011) which are to be with the clerk as soon as possible prior to a meeting.

c) **TO CONSIDER GRANTING REQUESTS FOR DISPENSATION**

Requests for dispensation must be made on an individual basis.

3. **MINUTES:** To consider the approval of the Minutes of the Meeting held 8 July 2019.

4. **FINANCE**

### A. TO APPROVE PAYMENT SCHEDULE

Payment References; those in red previously paid

Ref	Chq	Payee	Details	Net	VAT	Total	Chq Total	Date
37	606	Limebridge	July 2 cuts	£450.00	£90.00	£540.00		07.08.19
38	607	L Farnsworth	July Lengthsman	£131.25	£0.00	£131.25		07.08.19
39	608	R Fletcher	Internal Audit	£180.00	£0.00	£180.00		07.08.19
40	609	SSE	June Electricity	£29.46	£1.47	£30.93		
41	609	SSE	June Electricity	£5.98	£0.29	£6.27	£37.20	07.08.19
42	610	Evesham Volunteer Centre	Donation	£100.00	£0.00	£100.00		07.08.19
43	611	WDC	Election Cost	£50.00	£0.00	£50.00		07.08.19
44	612	Ironmongery Direct	Repair Noticeboard	£14.70	£0.00	£14.70		07.08.19
45	613	EON	Repair st light near school	£90.00	£18.00	£108.00		07.08.19
46	614	S Arble	July Wage	£472.20	£0.00	£472.20		
47	614	S Arble	July Expenses	£20.91	£0.58	£21.49	£493.69	07.08.19
48	615	Audiovisual	Supply & install muti media projector in Memorial Hall (half invoice) - Donation	£749.00	£149.80	£898.80		12.08.19
49	DD	1&1	July website	£9.99	£2.00	£11.99		
50	DD	1&1	Aug website	£9.99	£2.00	£11.99		
51	616	APS	Planning consultant for 19.00140.OUT	£731.25	£146.25	£877.50		09.09.19
52	617	SSE	July Electricity	£32.40	£1.62	£34.02		
53	617	SSE	July Electricity	£6.37	£0.31	£6.68	£40.70	09.09.19
54	618	L Farnsworth	Aug Lengthsman	£141.25	£0.00	£141.25		09.09.19
55	619	Limebridge	Aug 2 cuts	£450.00	£90.00	£540.00		09.09.19

56	620	EON	Repair st light Mill Lane	£99.00	£19.80	£118.80		09.09.19
*57	621	CP Memorial Hall	Maintenance Grant	£1,150.11	£0.00	£1,150.11		09.09.19
58	622	S Arble	Aug Wage	£472.20	£0.00	£472.20		
59	622	S Arble	Aug Expenses	£36.63	£0.58	£37.21	£509.41	09.09.19
		<b>TOTAL</b>		<b>£5,432.69</b>	<b>£522.70</b>	<b>£5,955.39</b>		

**B. TO APPROVE AUGUST 2019 BANK RECONCILIATION** emailed 02.09.19.

**C.** To note August 2019 Income & Expense Report emailed 02.09.19.

**D.** No members of the public requested to inspect the accounts by the 26.07.19 deadline.

**E.** To note Internal Audit Report emailed 09.07.19.

**F. TO CONSIDER PAYING AUDIOVISUAL INVOICE OF £206.40 FOR ADDITIONAL WORK CONCERNING THE SUPPLY AND INSTALLATION OF THE MULTIMEDIA DATA PROJECTOR FOR THE MEMORIAL HALL** Cllr Robinson  
The Memorial Hall Committee will reimburse the Council less the VAT.

**G. TO CONSIDER AMENDING THE FOLLOWING FINANCIAL REGULATIONS** see 23.08.19 email - Cllr Wilson

1. Regulation 2.1
2. Regulation 2.2
3. Regulation 3.4
4. Regulation 11.1 b, e and h

**H. TO CONSIDER AMENDING THE EMERGENCY DECISION MAKING SCHEME** see 23.08.19 email – Cllr Wilson Amend the amount of money which can be spent for emergency decisions between meetings from £500 plus VAT to £1500 plus VAT.

## 5. COUNTY COUNCILLOR REPORT:

## 6. DISTRICT COUNCILLOR REPORT:

## 7. PROGRESS REPORTS

**A.** The Clerk requested Limebridge to cut the grass twice monthly when the weather promotes grass growth.

**B.** The Internal Audit Report was emailed to cllrs on 09.07.19.

**C.** The Clerk re-submitted the Police & Crime Commissioner Survey. In a 18.07.19 email it was confirmed the first survey would be deleted. Matter resolved.

**D.** On 16.07.19 the Clerk forwarded details of the vehicle which hit the Froglands Lane sign to WDC.

**E.** The VAS pole was installed and the VAS was ordered. It is due for installation during the first week of October. The sign is able to activate 10,000 times per day. On this basis the recommended setting is 20mph.

**F.** S106 & CIL:

1. On 14.08.19 the Clerk emailed a letter to D Hammond of WDC confirming that CPPC as a landowner is a signatory on the S106 agreement and a 25% recipient of the Community Infrastructure Levy receipts from planning application 19.00140.OUT.
2. The Clerk has been in contact with H Peachy of WDC. It is thought WDC will shortly contact the applicant to request a list of landowners and their legal representatives. It was suggested that CPPC should contact the applicant to inform them that it intends to engage independent legal advice and that it should be paid for by the applicant.

3. The Clerk made contact with a recommended solicitor, K Joynes of Higgins and Sons. He is experienced with S106 negotiations and is willing to take on CPPC as a client. Should CPPC engage Higgins and Sons, it will need to identify itself. This entails the Chair and one other cllr to present an original passport or driver's license and evidence of home address such as a utility bill no more than 3 months old.
4. 28.08.19 A Ford email re CIL receipts.

**G.** On 21.08.19 the Clerk completed the mandated re-declaration of compliance for the Pensions Regulator.

**H.** Bridge Project:

**I.** Review Submission for Wychavon Village of Culture 2020 Competition:

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### **The meeting will be adjourned for Public Question Time**

Parishioners are invited to offer their views and question the parish or local councillors on issues on this agenda or raise issues for future consideration at the discretion of the Chairman. The time allocated is at the discretion of the Council/Chairman. When the question time period is closed, the Council request that members of the public make no further contribution to the meeting unless invited to do so by the Chairman. This period is not part of the formal meeting; however, brief notes will be appended to the minutes as an aide memoire.

## **8. CLERK'S UPDATE**

**A. Correspondence For Consideration** (not otherwise noted): none

**B. Tabled Correspondence** (not otherwise noted):

1. D Edwards 12.07.19 email: West Country Developments agree to swap the CPO land for the land off Haywood Way.
2. P Turner 16.07.19 email re confirmation to engage APS regarding 19.00140.OUT; confirmed
3. A Clarkson 17.07.19 request for professional fees re 19.00140.OUT; responded
4. 12.07.19 cc email to Salford Priors PC re cycle route
5. 22.07.19 cc Sustrans email re Avon Bridge points of consideration

**C. Correspondence Sent** (not otherwise noted): none

## **9. PLANNING**

- A. TO CONSIDER 19.01827.FUL:** New single storey extension to the existing extension to form a new extended nursery provision, Cleeve Prior 1<sup>st</sup> School. Comments due 11.09.19.
- B.** 19.01201.HP: Erection of 3-bay timber garage etc, The Haven, Nightingale Lane - WDC approved.
- C.** 19.001140.OUT: Outline planning permission for up to 80 dwellings and open space on land at Evesham Rd – WDC approved.

## **10. NEW MOTIONS FOR COUNCIL CONSIDERATION**

- A. TO CONSIDER PROPOSALS TO ENHANCE THE GREEN** – Cllr Smith
- B. TO CONSIDER THE EON ENERGY £23,576 PLUS VAT QUOTE TO REPLACE EXISTING SODIUM STREET LIGHTING WITH LED LIGHTING** see Cllr Wilson 16.08.19 email – Cllrs Smith & Wilson  
The Clerk reports there are not enough funds in the Street Lights and CP Improvement Reserves to finance a £23,000 project.
- C. TO CONSIDER ENGAGING AVON PLANNING TO REVIEW POCKETS OF AT RISK LAND IN THE PARISH THOUGHT TO BE UNREGISTERED AND TO CONFIRM OWNERSHIP** – Cllr Robinson  
The cost is £65 per hour plus travel time.
- D. TO CONSIDER ENGAGING AVON PLANNING TO REVIEW THE NEIGHBOURHOOD PLAN, ADVISE ON CHANGES AND SOURCE GOVERNMENT FUNDING** – Cllr Robinson

## **11. COUNCILLORS' REPORTS and Future Agenda Items**

**12. DATE & VENUE OF NEXT MEETING** 7:30pm on 14 October 2019 at War Memorial Hall, Cleeve Prior.