

Minutes of the meeting held 9 September 2019 at War Memorial Hall, Cleeve Prior

Present: Councillors: Mary J Smith, Ron Solomon, Peter Wilson (Chair), Beverley Rhodes and Ian Robinson

In Attendance: Two members of the public, WDC Cllr R Lasota & S Arble (Clerk)

175 No apologies.

176 No interests declared.

177 No dispensations requested.

178 The **Council resolved** to approve the **MINUTES** of the meeting held 8 July 2019 at War Memorial Hall, Cleeve Prior subject to amending minute 146 by including Cllr Smith rather than Cllr Solomon in the action.

The Clerk requested cllrs to inform him of errors in the minutes prior to the meeting.

FINANCE

179

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	£978.11	£0.00	£978.11		09.09.19
58	623	S Arble	Aug Wage	£472.20	£0.00	£472.20		
59	623	S Arble	Aug Expenses	£36.63	£0.58	£37.21	£509.41	09.09.19
		TOTAL		£5,260.69	£522.70	£5,783.39		

180

The Council approved the August 2019 reconciliation.

Date			Date
	01-Aug-19	to	31-Aug-19

add	Current Account balance			3466.87
add	Deposit Account balance			62334.94
less	Cheques paid uncleared:		#606	540.00
			#612	14.70
equ	Balance C/F			65247.11

Opening Balance Deposit Account	67332.08
Add receipts for period	2.86
Less payments for period	5000.00
Opening Balance Current Account	743.05
Less Period payments:	2565.63
Add receipts for period	5000.00
Payments Cleared from Previous Periods	265.25
Uncleared Payments from Previous Periods	0.00
Closing Balance	65247.11

- 181 August 2019 Income & Expenditure Report noted.
- 182 No members of the public requested to inspect the accounts by the 26.07.19 deadline.
- 183 Internal Audit Report noted.
- 184 The **Council resolved** to pay the £206.40 Audiovisual invoice for additional work concerning the supply and installation of the multimedia data projector for the Memorial Hall. The Memorial Hall Management Comm. will reimburse the Council the amount less VAT.
- 185 The **Council resolved** the following concerning the Financial Regulations:
- A. Regulation 2.1 last sentence: "No budget may be created for unspecified expenditure."
 - B. Regulation 2.2: amend December to January.
 - C. Regulation 3.4 second sentence: "...£1000 inclusive of VAT."
 - D. Regulation 11.1(b): first sentence "...exceeding £40,000..."
 - E. Regulation 11.1(f): first sentence "...£40,000..."
 - F. Regulation 11.1(h): first sentence: "...contract less than £40,000...and...strive to obtain 3 quotations...and...value is below £1500 plus VAT the Clerk/RFO shall strive to obtain 3 estimates."
- 186 The **Council resolved** to amend the Emergency Decision Making Scheme: "...£1500...."
- 187 County Cllr not present.

188

WDC Cllr R Lasota Report:

- A. There have been reports that children have been riding off-road through fields. A news article about this sort of behaviour was given to the Clerk.
- B. Pockets of Mr Rawlings farm are included in the Call for Sites. Mr Rawlings does not wish to leave the farm.
- C. Call for Sites to be discussed in October/November. Partial map distributed. The Council will be consulted on the matter.
- D. Stolen vehicles abandonment and fly tipping continues on CPO land.
- E. Proposed obtaining land behind CPO land to create a straight boundary with Mrs Friendlie's land.

PROGRESS REPORTS

189

The Clerk requested Limebridge to cut the grass twice monthly when weather promotes grass growth. The grass seems to be cut on more regular schedule.

190

The Clerk re-submitted the Police & Crime Commissioner Survey. Matter resolved.

191

On 16.07.19 the Clerk forwarded details of the vehicle which hit the Froglands Lane sign. **ACTION: Clerk to request update on sign replacement.**

192

The VAS pole was installed and the VAS ordered. The sign is due for installation during the first week of October. The sign is able to activate 10,000 times per day. **ACTION: Clerk to request 30mph setting.**

193

S106 & CIL:

- A. 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.
- B. 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. **ACTION: Clerk to write letter to developer re appointment of solicitor and expectation that the costs will be covered by the developer.**
- C. The Clerk contacted 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.

The Council believed it best to source a more local solicitor. **ACTION: Clerk to investigate local alternatives.**

- D. 28.08.19 A Ford email re CIL receipts.

194

Cllr Robinson reported that WDC accept the Bridge Project in principle and he is seeking a grant of £150,000. A quote is being sought from a bridge company. There are plans to meet with Alan's Caravans CEO on 24.09.19.

195

Cllrs Smith & Solomon reported that the Wychavon Village of Culture Competition application is complicated, but nearly complete. The Working Party plans to meet again to finalize the application at which point it will be circulated to cllrs.

196

The meeting was adjourned from 8:15pm to 8:25pm for Public Question Time. Notes are at the end of the minutes.



CLERK'S UPDATE

- 197 Correspondence For Consideration (not otherwise noted) - none
- Tables Correspondence (not otherwise noted):
- 198 D Edwards 12.07.19 email: West Country Developments agree to swap the CPO land for land off Haywood Way. **ACTION: Clerk to ensure receipt of email was acknowledged.**
- 199 P Turner 16.07.19 email re confirmation to engage APS regarding 19.00140.OUT; replied
- 200 P Turner email re filming Council meetings. **ACTION: Clerk to respond that no cllr is willing to propose the motion.**
- 201 A Clarkson 17.07.19 email request for professional fees regarding 19.00140.OUT; replied
- 202 12.07.19 cc email to Salford Priors re cycle route
- 203 22.07.19 cc email Sustrans email re Avon Bridge points of consideration
- 204 No correspondence sent not otherwise noted – none.

PLANNING

- 205 The Council resolved not to object to planning application 19.01827.FUL: new single storey extension to the existing extension to form a new extended nursery provision, Cleeve Prior 1st School.
- 206 19.01201.HP: The Haven – approved by WDC
- 207 19.00140.OUT: up to 80 dwellings on Evesham RD – approved by WDC subject to S106 etc

NEW MOTIONS FOR COUNCIL CONSIDERATION

- 208 Cllr Smith suggested the following improvements for the Green:
- A. Move dog bin to Quarry Lane
 - B. Nicer rubbish bin
 - C. Trim Trees, possibly remove centre tree
 - D. Remove Green Link sign
 - E. Repair seating around tree
 - F. Repair/replace posts
 - G. No signs posted on Green
- ACTION: Cllr Smith to report back to the Council with costs and other relevant information and contact WDC concerning the trees.**
- 209 The **Council resolved** to accept the EON quote to replace existing sodium street lights with LED lights, to upgrade fittings to support LED lights and provide reflectors for the eight Heritage street lights. The total cost is £23,576 plus VAT and the cost of the reflectors. The Council understands that the budget for street lights is £20,000.
ACTION: Clerk to complete and forward Acceptance Form.
- Cllr Smith thanked Cllr Wilson and Hazel Stuart-Davies for their invaluable help with this project.
- 210 The **Council resolved** to engage Avon Planning Services to review identify at risk land in the parish and identify the owners of the land via land registry searches. It is thought this could take up to 10 hours plus land registry search fees. **ACTION: Clerk to engage APS.**



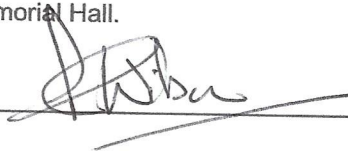
- 211 The Council resolved to engage Avon Planning Services to review the Cleeve Prior Neighbourhood Plan at a cost up to £500.

CLLR REPORTS AND FUTURE AGENDA ITEMS

- 212 Cllr Smith reported that she had spoken with Mr John Stanley at the Garage concerning parked cars on the forecourt which is Common Land. There are two Garage cars permanently parked on the forecourt which are used for scrap, but the remainder of the forecourt is available for public parking. **ACTION: Cllrs to monitor the situation.**
- 213 Cllr Rhodes stated that she intends to resign; an email will follow. **ACTION: Cllrs will investigate possible candidates for co-option.**
- 214 Cllr Robinson stated that he emailed a grass cutting report and that the Council will need to discuss the issues raised prior to next contract.
- 215 Cllr Smith stated that the weeds on Evesham Rd need to be sorted. The Lengthsman does not want to purchase a full container of the chemical required to spray weeds because it seems likely that this chemical will soon be banned.
- 216 The Clerk stated that the Lengthsman resigned effective from 30 September. **ACTION: Clerk to make enquiries about a replacement.**
- 217 The meeting closed at 9:45pm.

- 218 **DATE AND VENUE OF NEXT SCHEDULED MEETING:** 7:30pm on 14 October 2019 at War Memorial Hall.

Signed



Date

9th September 2019

Notes of Public Question Time

- A. A parishioner stated that s106 negotiations are an obstacle to the final sale of the Traveller Site land. His contract expires on 24.09.19 and he has refused an extension offer. However, he would take partial payment to expedite matters.