

**Minutes of the meeting held 14 October 2019 at War Memorial Hall, Cleeve Prior**

Present: Councillors: Mary J Smith, Ron Solomon & Peter Wilson (Chair)

In Attendance: One member of the public & S Arble (Clerk)

219 Apologies accepted from Cllr Ian Robinson.

220 No interests declared.

221 No dispensations requested.

222 The **Council resolved** to approve the **MINUTES** of the meeting held 9 September 2019 at War Memorial Hall, Cleeve Prior.

**FINANCE**

223 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
60	624	Audiovisual	50% HDMI Projector	£749.00	£149.80	£898.80		
61	624	Audiovisual	Added work for HDMI Projector	£172.00	£34.40	£206.40	£1,105.20	10.09.19
62	DD	1&1	Sept Website	£9.99	£2.00	£11.99		24.09.19
63	625	SSE	August Electricity	£6.50	£0.32	£6.82		
64	625	SSE	August Electricity	£33.37	£1.66	£35.03		
65	625	SSE	Sept Electricity	£30.44	£1.52	£31.96		
66	625	SSE	Sept Electricity	£6.11	£0.30	£6.41	£80.22	14.10.19
67	626	S Arble	Sept Wage	£472.20	£0.00	£472.20		
68	626	S Arble	Sept Expenses	£29.64	£0.58	£30.22	£502.42	14.10.19
69	627	L Farnsworth	Sept Lengthsman	£136.25	£0.00	£136.25		14.10.19
70	628	Limebridge	Sept 2 cuts	£450.00	£90.00	£540.00		14.10.19
71	629	CP Memorial Hall	Hall Rent	£26.00	£0.00	£26.00		14.10.19
72	630	WCC	CP Estate Rent	£30.00	£0.00	£30.00		14.10.19
73	631	Sustrans	Cycle Path Study	£1,500.00	£300.00	£1,800.00		14.10.19
74	632	PKF	External Audit	£200.00	£40.00	£240.00		14.10.19
75	634	ICO	Data Protection Fee	£40.00	£0.00	£40.00		14.10.19
		<b>TOTAL</b>		<b>£3,891.50</b>	<b>£620.58</b>	<b>£4,512.08</b>		



224

The Council approved the September 2019 reconciliation.

Date		Date
01-Sep-19	to	30-Sep-19

add	Current Account balance			4633.91
add	Deposit Account balance			68337.61
less	Cheques paid uncleared:			
		#612		14.70
equ	Balance C/F			72956.82

Opening Balance Deposit Account	62334.94
Add receipts for period	11002.67
Less payments for period	5000.00
Opening Balance Current Account	3466.87
Less Period payments:	4322.96
Add receipts for period	6030.00
Payments Cleared from Previous Periods	540.00
Uncleared Payments from Previous Periods	14.70
Closing Balance	72956.82

225 September 2019 Income & Expenditure Report noted.

226 Cllr Wilson returned the Bank Mandate to Lloyds and stated the process would take three weeks. The signatories are Cllrs Smith, Wilson & Robinson.

227 County Cllr Adams offered his apologies.

228 District Cllr Lasota offered his apologies.

### PROGRESS REPORTS

229 The Froglands Lane sign is not yet installed as hoped. WDC reported a backlog.

230 The Clerk requested a 30mph setting for the VAS which is due to be installed on 18.10.19. Cllr Solomon will check in with the working team if work commences prior to 1:00pm. **ACTION: Clerk to forward contact details to SWARCO.**

231 The Clerk submitted the street lights acceptance form. The requested date to commence work is 02.12.19.

Cllr Smith did call in V Bernie to discuss the street light on his property, but he wasn't home.

**ACTION: By the end of October Cllrs Wilson & Smith to inspect lights in preparation for work and determine which lights are on private property.**

**ACTION: Clerk to draft a consent letter for columns located on private property.**

- 232 B Rhodes officially resigned her seat on the Council. The Clerk posted the Casual Vacancy Notice on 07.10.19.
- 233 Two candidates for co-option have been identified. **ACTION: Clerk to request candidates submit their applications.**
- S106 & CIL
- 234 17.09.19 letter to West Country Developments (WCD) re CPPC expectation that WCD will pay for independent legal advice and that clearance of rubbish/landscaping on the CPO Land. There was no response to this letter.
- 235 01.10.19 letter to WCD RE % of affordable housing etc. This letter was sent as an action of the 26.09.19 S106 meeting held with WCD. D Andrews did respond and confirmed WCD accept responsibility for reasonable CPPC legal and professional costs. To ensure independence, the Council will pay invoices and invoice WCD to recoup the fees.
- 236 The **Council resolved** to support less than 40% affordable housing on the Evesham Rd site should WDC allow a lower percentage. It was noted that the Cleeve Prior Neighbourhood Plan does call for some affordable housing on new development sites.
- 237 The **Council resolved** to appoint K Joynes of Higgs & Sons to represent the Council for S106 negotiations. **ACTION: Clerk to contact K Joynes to determine the next course of action.**
- 238 The **Council resolved** to form a S106/CIL Working Party. The members consist of Cllrs Wilson & Solomon. **ACTION: Clerk to forward standard Terms of Reference form.**
- LENGTHSMAN
- 239 #764558: drain outside Squirrel Cottage reported for jetting. WCC responded that the situation is not unsafe and it will be monitored. A parishioner reported that WCC did clear the drain. Matter resolved.
- 240 #764560: drain outside Ashdown on Hoden Lane reported for jetting. WCC responded that the situation is not unsafe and it will be monitored.
- 241 The Council resolved to increase the Lengthsman hourly wage to £15.00 for 10.5 hours a month. **ACTION: Cllr Solomon to edit the application pack.**
- 242 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**
- 243 Correspondence For Consideration (not otherwise noted) - none
- Tabled Correspondence (not otherwise noted):
- 244 CPCPP 12.09.19 Minutes emailed 04.10.19
- 245 SWDP Review- see 04.10.19 email. Cllrs Wilson & Robinson booked for evening session & Cllr Solomon is booked for the afternoon session.
- 246 I Sturgess 22.09.19 email RE Culvert Pollution Quarry Lane. The Clerk is unaware of pollution issues, but stated the pipe under the bridge has collapsed. **ACTION: to WCC Cllr to ascertain further steps. ACTION: Clerk to contact a small firm regarding a quote to repair pipe.**





247 WDC 07.10.19 email Re S106 Monies Held: £5411.52 Off Site Public Open Space and £459.64 Public Art. **ACTION: Clerk to make enquiries if art funding could be used retrospectively for the restoration of the BT Kiosk and if the Open Space funding could be used for the school playground.**

248 No correspondence sent not otherwise noted – none.

249 **PLANNING** - none

250 **NEW MOTIONS FOR COUNCIL CONSIDERATION** - none

**CLLR REPORTS AND FUTURE AGENDA ITEMS**

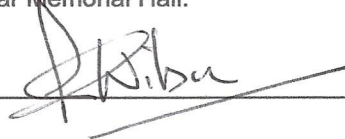
251 Cllr Smith will draft a letter for the parish magazine concerning requests such as not parking on pavements, rubbish bins left on pavements etc.

252 **ACTION: Clerk to request police to conduct a speed check in the parish.**

253 The meeting closed at 8:55pm.

254 **DATE AND VENUE OF NEXT SCHEDULED MEETING:** 7:30pm on 11 November 2019 at War Memorial Hall.

Signed



Date

14<sup>th</sup> October 2019

**Notes of Public Question Time**

- A. Planning application 19.00140.OUT: A parishioner stated that D Andrews has not been in touch concerning the sale of the land in quite some time. Originally 5 year agreement has expired and he will not sign an extension. Parishioner would like to be kept informed.