

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

Present: Councillors: Mary J Smith, Ron Solomon, I Robinson, Peter Wilson (Chair) & Douglas Carr meeting)

In Attendance: Two members of the public, PC Lee and Sean Arble (Clerk)

- 300 Apologies accepted from Cllr Kevin Mellor.
- 301 No declarations of interest.
- 302 No dispensations requested.
- 303 The Council resolved to approve the **MINUTES** of the meeting held 11 November 2019 at War Memorial Hall, Cleeve Prior.

**FINANCE**

- 304 The Council resolved to approve the payment schedule. Reference 87 was a late addition for work conducted based on an emergency decision to relieve flooding on Quarry Lane.

Payment References; those in red previously paid

Ref	Chq	Payee	Details	Net	VAT	Total	Chq Total	Date
83	DD	1&1	Nov Website & Domain fee	£19.98	£4.00	£23.98		22.11.19
84	639	S Arble	Nov Wage	£484.36	£0.00	£484.36		
84	639	S Arble	Back Pay April-Oct	£85.12	£0.00	£85.12		
85	639	S Arble	Expenses	£40.91	£0.58	£41.49	£610.97	09.12.19
86	640	APS	NP Review	£390.00	£78.00	£468.00		09.12.19
87	641	Kingsmoor Farm	Repair pipe on Quarry Lane	£1,500.00	£300.00	£1,800.00		09.12.19
		<b>TOTAL</b>		<b>£2,520.37</b>	<b>£382.58</b>	<b>£2,902.95</b>		

- 305 The Council approved the November 2019 reconciliation.

Date 01-Nov-19 to Date 30-Nov-19

add	Current Account balance			2639.06
add	Deposit Account balance			63343.21
less	Cheques paid uncleared:			0.00
equ	Balance C/F			65982.27

Opening Balance Deposit Account	68340.16
Add receipts for period	3.05
Less payments for period	5000.00
Opening Balance Current Account	5299.03
Less Period payments:	4345.30
Add receipts for period	5000.00
Payments Cleared from Previous Periods	3314.67
Uncleared Payments from Previous Periods	0.00
Closing Balance	65982.27

- 306 November 2019 Income & Expenditure Report noted.
- 307 WCC Cllr A Adams offered his apologies. A written report will be forwarded to the Clerk.
- 308 District Cllr R Lasota was not present.
- 309 PC Lee gave a brief report:
- A. Cleeve Prior has been quite quiet in recent weeks despite a smattering of robberies in nearby parishes.
  - B. A cross border Rural Watch group focusing on rural businesses and farms will be trialled in the Pershore area. The objective is to share intelligence between local police and well placed rural residents to help prevent crime.
  - C. An increase in telephone scams faking HMRC, banks and police have been reported recently. PC Lee stated he would forward some literature on the subject.
  - D. A speed check was conducted recently. Very few people were booked. More speed checks are planned for the New Year.

### PROGRESS REPORTS

#### Street Lights

- 310 Hopcroft (#12)
- A. The contractor confirmed the area of excavation will only affect Hopcroft land.
  - B. The wall will not be touched.
  - C. Written permission to enter Hopcroft land was received.
  - D. Written permission to enter Amber Lodge land was received.
- 311 The Orchard, Mill Lane (#3)
- A. The hedge was cut back; however, the electrics area needs more clearance.
  - B. No permission required as the column is on the verge.
- 312 Church Footpath Wall Light (#14): Fir Tree Corner owner was to have a structural survey of the wall then report back to the Council. **ACTION: Clerk to write a letter requesting an update.**
- 313 Hoden Lane opposite Meadowview (#18): The verge has been significantly cleared. The contractor saw photos and thinks there is suitable space to work when the ground conditions are drier.
- 314 Lynwood (#19): The home owner did not respond to the letter. See minute 313.
- 315 The contractor plans to survey the street lights one more time prior to upgrades.

- 316 **The Council resolved** to engage Kingsmoor Farm Ltd to remove all vegetation from the columns on lights 3 & 19 at a cost of no more than £600 plus VAT.

#### LENGTHSMAN

- 317 The Clerk ordered ads for the Lengthsman position with Newsquest which includes newspaper and online cover.
- 318 The Clerk made enquiries with WCC concerning a list of local Lengthsman. Due to privacy laws, contact details cannot be forwarded.
- 319 The Clerk made enquiries with the Littletons magazine, but missed the deadline for the January edition. The Clerk intends to contact Honeybourne, Pebworth and Bidford.
- 320 The Clerk received an edited Lengthsman pack on 09.12.19. **ACTION: Clerk to review the pack and send it to prospective applicants.**
- 321 A Clarke-Ellson of WCC will investigate Lengthsman training needs.
- 322 There are now four street lights which do not work: #s 6, 17, 18 & 19. The lights won't be repaired until January at best. **ACTION: The Clerk will confirm the installation date for the streetlight upgrades. If the date is near mid to late January, the lights will not be repaired.**
- 323 The pipe under Quarry Lane was repaired. The contractor noted the ditch on the field side of the lane needs to be dug out far beyond the ~10 meters of the current work. Because the pipe does back fill after a hard rain, the silt will need to be removed on a fairly regular basis. Matter resolved.
- 324 Cllr Smith reported that tree work in the Conservation Area needs WDC approval. S Griffiths of WDC will research the matter and provide a report. S Griffiths will recommend tree surgeons.
- 325 Cllr Smith reported that the tree overhanging the wall at junction of Mill Lane and Main St (#787200 reported to WCC) is dead and can be removed. As the area doesn't seem to be part of the verge and is unregistered, the Council may be prepared to have the tree removed. **ACTION: Clerk to request a quote from Kingsmoor Farm Ltd.**
- 326 A school administrator stated she would include a piece about safe parking around the school in the next school update. Cllr Wilson thanked Mr Rawlinson for his help with this matter.
- 327 S106 & CIL: K Joynes reported a Heads of Terms has been drafted. The Heads include:

- A. Off-site public open contribution calculated at a rate of £1678.78 per dwelling where on-site provision cannot be provided
- B. Off-site formal sports contribution calculated at £1548/1 bed; £2322/2 bed; £3096/3 bed; £3870 4 bed
- C. Maintenance of open space
- D. Affordable housing 32 units: 24 social rented & 8 shared ownership

- 328 The meeting was suspended from 8:20 until 8:30 for Public Question Time. Notes of this session are at the end of the Minutes.

#### CLERK'S UPDATE

Correspondence For Consideration (not otherwise noted)

- 329 **The Council resolved** to be a signatory on the Broadwas & Cotheridge PC letter RE village categories.
- 330 Parishioner 03.12.19 email RE planting trees on the CPO land. The Council agreed that the idea of planting trees is potentially very good. However, the planning application for



the adjacent land needs to be resolved before any decision can be made. **ACTION:**  
**Cllr Wilson to draft a response.**

331 No tabled correspondence.

332 No correspondence received not otherwise noted.

#### PLANNING

333 The **Council resolved** not to object to planning application 19/02513/HP and associated applications.

334 The **Council resolved** not to object to planning application 19/02421/LB.

335 18/0172/CU appeal – change of use as residential caravan site for 6 Traveller families each with two caravans and related 6 utility buildings off Haywood Lane. The Council objected to the original application on the grounds that combined with the Evesham Road sites would dominate the parish. Letter of representation confirmed on 25.11.19. The Council can send a representative to the hearing which will likely not take place until next February at the earliest.

#### NEW MOTIONS FOR COUNCIL CONSIDERATION

336 The **Council resolved** to form a Working Party to review the NP Review. The members include T Carr and Cllrs Wilson & Robinson. A meeting is planned for January 2020.

337 The **Council resolved** to appoint Mr S Davies to the post of Parish Wharf Warden.  
**ACTION: Cllr Robinson to forward job specification.**

338 The Council discussed the recent flooding generally around the Kings Arms and Hoden Lane. It is evident the “system” is interrupted by a combination of old ponds built over, under maintained ditches and culverts/pipes which are too small. **ACTION: Clerk to contact the proper Severn Trent personnel to meet with Council representatives to discuss possible solutions.**

#### CLLR REPORTS AND FUTURE AGENDA ITEMS

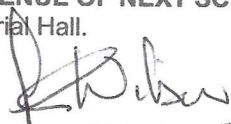
339 Cllr Wilson reported that there seems to be additional cars abandoned on Cleeve Hill. The land in question is owned by WCC, but leased. The owner would like to remove the vehicles, but is not willing to do so at the present time. The Council cannot compel the tenant to remove the vehicles. **ACTION: Clerk to determine if a footpath is blocked and if so, report it to WCC.**

340 Cllr Smith reported a suspicious white van near the end of The Close. She suggested a Council WhatsApp Group should start communicating about such matters.

341 The meeting closed at 9:10pm.

342 **DATE AND VENUE OF NEXT SCHEDULED MEETING:** 7:30pm on 13 January 2020 at War Memorial Hall.

Signed



Date

9 December 2019

#### Notes of Public Question Time

- A. A parishioner reported that he is concerned about the progress of S106 negotiations. The Council replied that it is doing all it can.
- B. A parishioner commented that the vegetation removal quote for the street light columns was a worst case scenario cost.