

Minutes of the meeting held 10 February 2020 at War Memorial Hall, Cleeve Prior

Present: Councillors: Mary J Smith, Ron Solomon, I Robinson, Peter Wilson (Chair), Kevin Mellor, Iain MacDonald (co-opted during the meeting) & Douglas Carr

In Attendance: Four members of the public, WDC Cllr Lasota and Sean Arble (Clerk)

373 No apologies.

374 Cllr Solomon declared an interest in agenda item 10: APP/H1840/W/19/32237790 – appeal hearing. Cllr Solomon owns property adjacent to the site in question.

375 No dispensations requested.

376 The **Council resolved** to approve the **MINUTES** of the meeting held 13 January 2020 at War Memorial Hall, Cleeve Prior.

377 The **Council resolved** to co-opt Mr I MacDonald as a member of the council. Cllr MacDonald signed the Declaration of Acceptance of Office/Undertaking to Observe the Code of Conduct.

FINANCE

378 The Council resolved to approve the payment schedule.

Ref	Chq	Payee	Details	Net	VAT	Total	Chq Total	Date
101	652	S Arble	Jan Wage	£484.36	£0.00	£484.36		
102	649	S Arble	Jan Expenses	£40.18	£0.58	£40.76	£525.12	10.02.20
103	650	Newsquest	Lengthsman Ads	£158.95	£31.79	£190.74		10.02.20
104	651	P Wilson	Chair Allowance Gift	£38.00	£0.00	£38.00		
105	651	P Wilson	Cllrs Expenses	£16.49	£0.00	£16.49	£48.49	10.02.20
		TOTAL		£737.98	£32.37	£770.35		

379 The Council approved the January 2020 reconciliation.

Date		Date
	01-Jan-20	31-Jan-20

add	Current Account balance			5240.30
add	Deposit Account balance			58348.30
less	Cheques paid uncleared:	#647		39.00
equ	Balance C/F			63549.60

Opening Balance Deposit Account	63345.64
Add receipts for period	2.66
Less payments for period	5000.00
Opening Balance Current Account	743.90
Less Period payments:	2441.11
Add receipts for period	6898.51
Payments Cleared from Previous Periods	0.00
Uncleared Payments from Previous Periods	0.00
Closing Balance	63549.60

380 January 2020 Income & Expenditure Report noted. The Clerk highlighted the following:

- A. Street Light Maintenance is over budget by £246.80 due to preparing the columns for the new lights.
- B. Memorial Hall Rent is over budget by £46.00, mainly due to Clerk error in not booking the hall for the Annual Parish Meeting.
- C. Donations Budget is £697.50 over budget due to the donation for the new Memorial Hall audio-visual equipment.
- D. CP Improvement is £152.34 over budget.

Cllr Wilson noted that subject to any unforeseen large expenses and not including the streetlights expense, the Council will likely complete the year spending less money than received.

381 On 30.01.20 the Clerk emailed the precept requirement of £22,000 for 2020-21 financial year to WDC. There was some question as to the precept amount; the Clerk confirmed the £22,000 precept was agreed during the November 2019 meeting.

382 WCC Cllr offered his apologies. A written report will be forwarded to the Clerk.

383 WDC Cllr Lasota reported the following:

- A. Meeting held with WDC Case Officer K Smith on 10.02.20.
 - B. Requested K Smith to ask the Inspector to visit the Evesham Rd Traveller Site.
 - C. Would like to ascertain 3rd owner of land off Haywood Lane.
 - D. Necessary to hold another meeting with cllrs and hopefully N Pearce later this week.
 - E. Discovered that the case officer can ask questions about the land owners off Haywood Close.
 - F. S106 negotiations progressing.
- Cllr Wilson asked when negotiations will include CPPC. R Lasota responded that there are confidentiality issues, but doesn't know when the CPO land will be discussed.

Cllr Wilson requested R Lasota to continue making representations on behalf of CPPC in relation to the S106 negotiations.

PROGRESS REPORTS

Street Lights

384 On 15.01.20 a letter was sent to the owners of Fir Tree Corner which requested:

- A. Confirmation that a structural survey of the wall was conducted and the results indicate the wall is in a condition whereby installation of a new light would not cause damage to the wall.



- B. A letter stating the Council is not responsible for potential damage to the wall related to the light

- 385 A 27.01.20 email from the property owner stated that the survey was "verbal". The owners are not willing to write the requested letter. As the home owners don't believe the light is necessary due to the nearby church gate light, permission to replace the light is withdrawn. The Council has permission to enter their property to remove the light.
- 386 The Fir Tree Cottage wall light was removed.
ACTION: Clerk to enquire about returning the wall light to the contractor.
- 387 The on hours of the nearby church gate light would be useful to know.
- 388 The installation of the lights is complete with the exception of the Hoden Lane light opposite Meadowview. The verge was too wet to access the work area.
- 389 Cllr Smith reported that the light opposite The Close and on the corner of Froglands Lane were not on at night, but were on later in the morning. This may be due to a timer issue.
- 390 Cllr Smith reported that K Walters advised the Council that adding reflectors to the Heritage lights would spoil the aesthetics of fairly expensive equipment and are not necessary.
- 391 Lengthsman: References received and Mr John Smithers accepted the Lengthsman position. Work cannot commence until he attends WCC training. WCC & WCC Cllr Adams have been contacted regarding training dates. **ACTION: Clerk to make enquiries with the WCC Lengthsman Coordinator.**
- 392 Cllr Wilson reported the Neighbourhood Plan update is currently being reviewed by Cllrs Wilson & Robinson, T Carr and Avon Planning. While the current intention is to make the current policies more robust, this will be a long process. Cllr Robinson stated there is funding available to update the Plan. **ACTION: Clerk to keep this topic as a standing agenda item.**
- 393 The electricity cabinet near the bus shelter is due for installation in late April. Mr M Williams plans to meet with D Hedges to discuss details of the installation. The Clerk suggested the Council would like a representative present for this meeting. Cllr Solomon volunteered to attend. **ACTION: Clerk to inform Mr Williams to contact Cllr Solomon when a meeting date is set.**
- 394 On 05.01.20 the Clerk emailed the response RE Planting Trees letter to P Turner. On 23.01.20 P Turner emailed the Council which was forwarded to cllrs on 29.01.20. The email was briefly discussed and the Council believed it made its position clear in the previous response. Cllr Smith noted that there have been many trees planted on the parish since 2000 by local organizations which the Council supports.
- 395 The meeting was suspended from 8:10 until 8:15 for Public Question Time. Notes of this session are at the end of the Minutes.

CLERK'S UPDATE

Correspondence For Consideration (not otherwise noted)

- 396 16.01.20 email from WCC Minerals Plan Call For Sites forwarded to cllrs on 22.01.20. Noted.

Tabled correspondence (not otherwise noted)

- 397 Play Inspection scheduled the school playground for an April inspection. Cllr Solomon noted that it is likely the new report will highlight areas which need attention.



38 SWDP Briefing 31.03.20 at Guild Hall, Worcester; 3:15 & 6:15. At the moment only one cllr may attend one session, but two candidates can be placed on the list. Cllr Solomon volunteered to attend.

399 G Carr cc email RE funding for poetry/prose walk in the woodlands proposal. Cllr Smith stated the £1000 Village of Culture award is ring fenced. Cllr Robinson stated that G Carr has been invited to a meeting at which an explanation of the funding will be outlined. Matter resolved.

400 Cllrs Smith, Robinson & Solomon & the Clerk attended Planning Training on 20.01.20. An overview of the session with Clerk notes was emailed to cllrs on 28.01.20.
ACTION: Clerk to ascertain upcoming CALC training schedule.

PLANNING

401 APP/H1840/W/19/3237790 appeal hearing 18.02.20 at WDC Civic Centre, Pershore. The hearing is scheduled for two days, but the days may not be concurrent if the hearing lasts more than one day. Notice emailed 31.01.20.

Cllr Wilson reported the following:

- A. All respondents to the appeal were notified of the hearing.
- B. Hearing open to public and all attendees can offer comments during the hearing.
- C. Cllr Robinson will notify residents via the Memorial Hall email list.
- D. Cllrs should read the Statement of Case which the Clerk emailed to cllrs earlier in the day.
- E. Cllr Smith made note of 5.4E in the Statement of Case.
- F. Rooftop didn't object to the use of the private road as an access point for the proposed Traveller Site off Haywood Way.

ACTION: Clerk to contact Avon Planning to ascertain if he can review the document and offer advice sometime this week.

402 As the planning appeal hearing is informal, the Council did not consider appointing a representative.

NEW MOTIONS FOR COUNCIL CONSIDERATION

403 The **Council resolved** to donate £1250.00 toward the repair of the St Andrew's Church Clock Tower. It is the Council's belief that the church clock tower is a parish amenity and should be financially supported by the Council.

The Clerk advised the following:

- A. The Council understands that the 2019-20 budgets for Donations and Cleeve Prior Improvement are without funds.
- B. After taking NALC & WCALC advice, the Clerk advised that according to Sec 8 of the Local Government Act 1894 that Councils do not have the power to execute works or contribute towards the maintenance of property relating to the affairs of the church.
- C. If challenged, the Council will need to find justification for the decision.

CLLR REPORTS AND FUTURE AGENDA ITEMS

404 Cllr Robinson reported that with the assistance of Avon Planning, an effort will be made to identify at risk unregistered areas of land in the parish.

ACTION: Clerk to obtain WCC map of registered land in the parish.

ACTION: Clerk to keep this topic as a standing agenda item.

405 Cllr Smith reported that white Ladies Aston won the Village of Culture award. CPPS was runner-up. Cllr Smith thanked Cllrs Solomon and Robinson for their help.



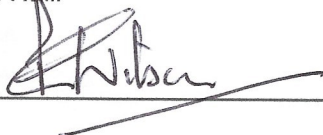
06 **ACTION: Clerk to include Parish Website on the March agenda.**

407 **ACTION: Clerk to request update from WCC Cllr Adams RE Severn Trent flooding meeting.**

408 The meeting closed at 9:05pm.

409 **DATE AND VENUE OF NEXT SCHEDULED MEETING:** 7:30pm on 9 March 2020 at War Memorial Hall.

Signed



Date

9th March 2020

Notes of Public Question Time

- A. A parishioner reported that two horses have appeared on T Farmer's land. There is talk of a horse shelter being built and a mobile caravan possibly being placed on site.
- B. An occupant of the Traveller Site stated he won't pull out of the land sale if S106 negotiations steadily progress.

Minutes prepared by S Arble, Clerk to the Council, 14.02.20.