

Minutes of the meeting held 15 April 2020 Via Zoom, Cleeve Prior

The meeting started at 7:40pm due to technical issues.

Present: Councillors: Mary J Smith, Ron Solomon, I Robinson, Peter Wilson (Chair), Kevin Mellor, Iain MacDonald & Douglas Carr

In Attendance: Four members of the public and Sean Arble (Clerk)

446 No apologies received.

447 Cllr Solomon declared an interest in Minute 464. Cllr Solomon owns property adjacent to the Crack Willow on Main St.

448 No dispensations requested.

449 The Council resolved to approve the **MINUTES** of the meeting held 9 March 2020 at War Memorial Hall, Cleeve Prior.

ACTION: Clerk to obtain Cllr Wilson's signature.

ACTION: Clerk to post Grass Contract Specification on the Council website.

FINANCE

450 The Council resolved to approve the payment schedule. **ACTION: Clerk to obtain two signatures for invoices.**

Ref		Payee	Details	Net	VAT	Total	Payment Date 15.04.20
1	DD	1&1	April website & domain fee	£24.97	£4.93	£29.60	
2		S Arble	March wage	£484.36	£0.00	£484.36	
3		S Arble	March expenses	£22.91	£0.58	£23.49	
4		APS	Identifying parish property	£243.75	£48.75	£292.50	
5		WCALC	Yearly Dues	£340.60	£61.06	£401.66	
6		ZOOM/MacDonald	April service	£11.99	£2.40	£14.39	
7		SSE	Feb 20 electricity	£29.46	£1.47	£30.93	
8		SSE	Feb 20 Electricity	£5.98	£0.29	£6.27	
		TOTAL		£1,164.02	£119.48	£1,283.20	

451 The Council approved the March 2020 reconciliation.

Date		Date
	01-Mar-20	31-Mar-20

add	Current Account balance			6738.38
add	Deposit Account balance			33352.86
less	Cheques paid uncleared:			
equ	Balance C/F			40091.24

Opening Balance Deposit Account	58350.86
Add receipts for period	2.00
Less payments for period	25000.00
Opening Balance Current Account	5418.96
Less Period payments:	28363.38
Add receipts for period	29652.80
Payments Cleared from Previous Periods	0.00
Uncleared Payments from Previous Periods	30.00
Closing Balance	40091.24

452 March 2020 Income & Expenditure Report noted.

453 The Council resolved to delegate payments to the Clerk using online banking. This payment will replace the use of cheques for the majority of payments.

- A. A payment schedule is to be presented each meeting for approval.
- B. Invoices will continue to be signed by two cllrs.
- C. Once the payment schedule is approved the Clerk will, if possible, pay invoices online.
- D. Emergency payments will be reported to the Council at the meeting following the payment.

454 No District or County Cllr Reports received. Cllr Smith reported that WDC Cllr Lasota has a WDC discretionary fund of £500 which can be spent on behalf of parishioners in need. Cllr MacDonald has been liaising with WDC Cllr Lasota about this issue.

PROGRESS REPORTS

455 On 06.04.20 Eon reported that K Walters is on furlough. The street light works will likely not be completed until June.

456 Lengthsman Training and activity suspended.

457 Neighbourhood Plan activity suspended.

458 WCC provided a map of the parish showing land owned by WCC. On 17.03.20 the Clerk forwarded a map of areas for WCC Officer D Maric to focus on for a detailed map of verge ownership/maintenance responsibility. He will focus on one area as a test when work on this matter resumes.

459 Electricity cabinet meeting and works suspended.

460 Cllrs Mellor & MacDonald were interested in a few training courses, but didn't confirm dates due to issues surrounding Covid-19.

461 Cllr MacDonald discussed parking on the verge between Kings Arms and Mill House with a parishioner. The parishioner mentioned his right to park on the verge.

462 SWDP Briefing cancelled. PowerPoint and audio files emailed to cllrs on 06.04.20.

463 On 10.03.20 WCC Cllr Adams requested WCC officer B Barnes to investigate the possibility of installing entrance gates to the parish.

The ownership/maintenance responsibility of the trees in question was not determined. However, the **Council resolved** to engage KW Boulton to undertake tree surgery work on the following trees:

- A. Crack Willow adjacent to bus shelter on Main St – raise to approximately 3 metres above ground level, remove ivy, remove deadwood and stubs throughout canopy to a diameter of 30mm to a point at which it joins the parent branch or main stem, remove low bough extending over neighbouring property roof and shorten lateral branch. £480.00plus VAT.
- B. Large Lime at corner of Main St & Mill Lane – raise to approximately 5 metres above ground level, remove epicormic growth, remove all crossing and rubbing branches, remove deadwood and stubs throughout canopy to a diameter of 30mm to a point at which it joins the parent branch or main stem. £420 plus VAT.

465 The Clerk posted the Village Calendar on the Council website. Matter resolved.

466 Hoden Lane Verge:

- A. M Rawlings levelled the verge
- B. M Rawlings trimmed the tree near the telephone wire
- C. M Rawlings & T Carr laid stones near the kissing gate
- D. M Rawlings confirmed the ditch is running well
- E. The hedge was not trimmed because it is a wind block for grazing animals
- F. The Clerk did not write a letter to WCC because the issues were being mitigated very quickly
- G. An update was sent to A Barnes & T Bourne on 06.04.20
- H. A Barnes reply emailed to cllrs 07.04.20

The Clerk reported that he had a conversation with J Bidmead and recommended that he and his neighbours devise a plan with M Rawlings then make a proposal to a cllr should they need Council support to carry out the plan.

Cllr Smith reiterated that M Rawlings is a busy farmer and that this is the busy season.

Cllr Robinson stated that the Council intends to be part of a multi-agency meeting with WCC, Environmental Protection Agency and Severn Trent. Long term solutions to the flooding on Hoden Lane should be the result of expert opinion after the multi-agency meeting.

467 The meeting adjourned from 8:10pm until 8:15pm for Public Question Time. The notes are at end the of the Minutes.

CLERK'S UPDATE

468 Correspondence For Consideration (not otherwise noted) – none.

Tabled Correspondence

469 Wychavon Parish Games information posted on the website. All one-day events that were due to be held in June & July were cancelled. Noted.

470 The basic 1&1 (website host) package is now £15 per month. The two-year £9.99 deal expired. Noted.

471 A parishioner reported that there has been several days of dirt bike activity on the CPO land and throughout the parish. Cllr Mellor confirmed this to be the case. The issue was reported to the police.

472 Correspondence Sent (not otherwise noted) – none.

PLANNING

APP/H1840/W/19/3237790 appeal hearing was held 18.02.20 and allowed. See 08.04.20 email. The Clerk stated that a parishioner reported work activity taking place on Good Friday to WDC.

- 474 Cllr Smith agreed to act as liaison person between the CPPC and the Caravan site owners at Haywood Way.
- 475 20/00479/LB & 00478/HP – Rose Cottage, Bidford Rd. By delegated decision to the Clerk, the **Council resolved** not to object to this application. The Clerk reported that a next-door neighbour was not notified by WDC of the application. The Clerk referred the parishioner to WDC.
- 476 The **Council resolved** not to object to 20/00508/LB – Long House, Nightingale Lane.
- 477 The **Council resolved** not to object to 20/00374/LB – Brewers Cottage, Bidford Rd
- 478 WDC Planning is now working remotely and some staff have been redeployed. These decisions will impact on the ability of Planning Services to process applications etc.

NEW MOTIONS FOR COUNCIL CONSIDERATION

- 479 The **Council resolved** to accept Two Year (starts in May 2020) SSE Unmetered Supply Energy Contract.

- A. The Council has two accounts due to separate supply points.
- B. Monthly charge is £1.88 & £2.72 per month.
- C. Recovery Charge is £0.631 p/kWh per month for both accounts.
- D. Unit charge is £0.16773 p/kWh & £0.14052 p/kWh.
- E. The estimated increase per year is £28.

ACTION: Clerk to sign contract.

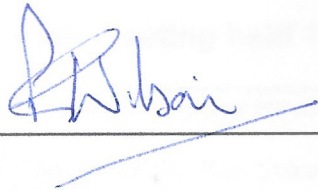
- 480 The **Council resolved** to approve the 2020-21 WCC Lengthsman Contract.
ACTION: Clerk to sign contract.
- 481 The **Council resolved** not to hold an Annual Parish Council Meeting until May 2021.
- 482 The **Council resolved** to defer a decision about holding the Annual Parish Meeting until Covid-19 "lockdown" measures are lifted. The Council will continue receiving reports which may be posted on the Council website.
- 483 The **Council resolved** to approve The Heritage Trust £457 grant for the purpose of creating a Poetry Walk in the Woodlands Area of Heritage Orchards subject to final artwork coordinating with other future parish signs. **ACTION: Cllrs Robinson & Smith to liaise with G Carr.**

CLLR REPORTS AND FUTURE AGENDA ITEMS

- 484 Cllr Carr reported that design and content work for the new parish website is nearly complete. **ACTION: Cllr Carr will forward draft proposal to cllrs for comment.**
- 485 Cllr MacDonald prepared a Support Group Report which was emailed to cllrs on 14.04.20. He reiterated that all is going well and thanked Susan Robinson for her significant participation in coordinating the volunteers.
- 486 Cllr MacDonald reported that he and former CPPC Cllr Susan Robinson are in early stages of discussing the School Playground renovation.
- 487 The meeting closed at 9:45pm.
- 488 **DATE AND VENUE OF NEXT SCHEDULED MEETING:** 7:30pm on 11 May, 2020 via Zoom.



Signed



Date

11th May 2020**Notes of Public Question Time**

- A. A parishioner reported tipped rubbish on bridle path at top of Mill Lane by Traveller Site. **ACTION:**
Parishioner will forward photos to the Clerk.

Minutes prepared by S Arble, Clerk to the Council, 05.05.20.