

Minutes of the meeting held 12 April 2021 Via Zoom, Cleeve Prior

Present: Councillors: Mary J Smith, Ron Solomon, Peter Wilson (Chair), Iain MacDonald & Ian Robinson

In Attendance: Sean Arble (Clerk) & WWC Cllr A Adams & two members of the public

001 Apologies received from Cllr Kevin Mellor.

002 No interests declared.

003 No dispensations requested.

004 The **Council resolved** to approve the **MINUTES** of the meeting held 8 March 2021 via Zoom, Cleeve Prior. Cllr Smith requested the wording for minute 877 be amended to read "...may be an application...".

FINANCE

005 The April Payment Schedule was approved. The Clerk confirmed the cost of moving the streetlight in The Close.

Payment References; those in **red** previously paid.

Ref	Payee	Details	Net	VAT	Total	Paid on 12.04.21 unless otherwise noted
1	1&1	website	£15.00	£3.00	£18.00	24.03.21
2	N Lane	March Lengthsman	£345.00	£0.00	£345.00	
3	SSE	Feb electric	£7.43	£0.37	£7.80	
4	SSE	Feb electric	£17.55	£0.87	£18.42	
5	SSE	Feb electric	£9.02	£0.45	£9.47	
6	PKF Littlejohn	2020 audit	£300.00	£60.00	£360.00	
7	EON	Move streetlight The Close	£965.00	£193.00	£1,158.00	
8	S Arble	March wage	£484.36	£0.00	£484.36	
9	S Arble	March Expenses	£22.91	£0.58	£23.49	£507.85
	TOTAL		£2,166.27	£258.27	£2,424.54	

006 The March 2021 Reconciliation was noted.

Date	Date
01-Mar-21	31-Mar-21

add	Current Account balance			4637.59
add	Deposit Account balance			46563.90
less	Payments uncleared:			
equ	Balance C/F			51201.49

Opening Balance Deposit Account	46563.54
Add receipts for period	0.36
Less payments for period	0.00
Opening Balance Current Account	5394.28
Less Period payments:	1456.04
Add receipts for period	699.35
cleared payments from previous periods	0.00
Closing Balance	51201.49

007 The March 2021 Income & Expense Report was noted. The new financial reporting system will be used next meeting.

008 WCC Cllr Adams Report was emailed to cllrs.

- A. Elections 6 May.
- B. 60% of Worcestershire residents have been vaccinated for Covid.
- C. Cleeve Prior flooding meeting was held last month. WCC will survey all drains along the Main St/Hoden Lane corridor. M Rawlings will request tenant of his land if he can clear the ditch. M Rawlings will provide a quote to dig a gully from Hoden Lane to the ditch. ACTION: Clerk to draft a letter for the parishioners who live near the Hoden Lane outflow.

Cllr Smith was curious as to why Cleeve Prior was included with Honeybourne for Covid reporting as it is closer to othe reeporting areas. WCC Cllr Adams stated that reported cases are so low at this stage that it is inconsequential.

PROGRESS REPORTS

009 Bus Shelter: 05.04.21 email to D Hedges requested a concrete base of 6 inches to accommodate the possibility of materials heavier than wood. D Hedges would like to install the base prior to reinstating the verges. Cllr Solomon requested P Robinson to assess the situation to determine if he would like to submit a quote.

010 25.03.21 Severn Trent Meeting RE Quarry Lane: Cllr Robinson, J Arkell & S Arble (Clerk) met with M Bywater of Severn Trent to discuss the Quarry Lane repairs. It was agreed that the Severn Trent contractor would repair potholes with high quality hardcore, cut grips, scrape the high points of lane and clear the ditch fronting the Millennium Green. The surplus hardcore will be deposited as an entrance landing for the Millennium Green. Road scapings will be deposited on the back of the viewing mound on the Millennium Green.

P Gallagher of Severn Trent provided an update on the Quarry Lane situation emailed to cllrs on 12.03.21. It was confirmed that a contractor did get stuck in the ditch and discharged 2000 litres of sewage into the ditch. Once towed from the ditch the driver pumped the effluent back into the tanker. Severn Trent requested the driver to be removed from the contract, conduct an audit of all vehicles. The contractor has written to drivers instructing them to never discharge effluent into ditches. The contractor drivers will receive environmental training.

Severn Trent have proposed a £784k investment to improve the Cleeve Prior and Marlcliff Greystones pumping stations

- 011 Cllr Robinson reported that the ditch/headwall fronting the land where the caravan is located next to the Severn Trent land is blocked.
- 012 24.03.21 Flood meeting with WCC Cllr A Adams, Cllrs P Wilson & I Robinson, A Fell (WDC), M Morris (WCC) and S Arble (Clerk). Sometime in the backend of the year WCC will survey the drainage system from the Manor side of the S bend in Main St to the outflow on Hoden Lane. The Clerk requested a quote from Kingsmoor Farm to cut a grip (being mindful of the broadband line) from Hoden Lane to the outflow ditch. M Rawlings will discuss the ditch and headwall clearing with the tenant.
- 013 22.03.21 B Barnes email RE Rose Cottage Drive: Visited Rose Cottage on 19.03.21. The owner has arranged to lay a narrow tarmac path from the road edge to the front door; works should be complete the week of 22-26 March. The majority of the yellow stones will be removed. The home owner insists that he will continue to park on the verge even after being informed that he may be liable for damage. B Barnes will inspect the work at a later date.
- 014 The meeting was suspended from at 8:00 to 8:20pm for Public Question Time; notes at the end of the Minutes.
- 015 WDC Cllr R Lasota Report:
- A. The Evesham Rd development file was passed to the valuator.
 - B. There is ongoing anti-social behaviour involving quad bikes and trespassing.
 - C. Will meet with NFU for advice on land adjacent to CPO Land.
 - D. Mr Lee seems to have changed his mind about his land in N Littleton; now wants to sell.
 - E. Packing House application is contrary to WDC development policy. There are also issues as to packing vegetables from India.
 - F. There seems to be more lorries coming through the Cleeve Prior recently.
- Cllr Smith inquired as to why the Evesham Rd development applicant is pursuing housing details at this stage of planning. WDC Cllr Lasota didn't know, but added that the agents have offered examples in from other districts of higher ratio of 4-5 bed dwellings, but J Jones would like to adhere to WDC policy.

CLERK'S UPDATE

Correspondence for Consideration (not otherwise noted)

- 016 Stratford-Worcester/Oxford Strategic Outline Business Case: Cllr Wilson reported that a piece was included in the March Parish Magazine seeking parishioner opinion. The Clerk reported that he has received no replies. Cllrs are welcome to provide input by 16.04.21. Comments are due 23.04.21.
- 017 P Wilson 20.03.21 email to J Champion RE local police contact. PC Matt Beards is the new local police officer contact. The Clerk has his email and mobile number. **ACTION: Clerk to invite PC Beard for a meeting after 6 May to discuss the local situation and how best to remain in close contact.**

Tabled Correspondence (not otherwise noted):

- 018 J Humphrys 16.03.21 email RE thanking the Council for clearing the Evesham Rd ditches. She will continue to pick up litter in the area.
- 019 The Housing Needs Survey was noted.
- 020 20.03.21 email RE police report of fly tipping on CPO Land 19.03.21.
- 021 21.03.21 email RE parishioner report of excessive noise levels on Haywood Way Traveller Site on 20.03.21. Formal complaint made by parishioner to Warwickshire Police. The Clerk posted a link on the website for parishioners to easily report anti-social behaviour/high noise levels. The Clerk encouraged the parishioner to speak with residents of the Traveller Site to explain the situation.

WDC Cllr Lasota reported that there was an event held on the site last weekend that lasted until 2:00am.

Cllr Smith stated that the parishioners need to contact relevant authorities.

- 022 07.04.21 email forwarding SWDP March Newsletter.

Correspondence sent (not otherwise noted):

- 023 20.03.21 email to Heart of England Forest thanking the organization for clearing their fields and suggested that steps be taken to protect the fields from future fly-tipping. B Brook responded on 24.03.21 stating that there is a tenant on the land and that protective measures have been discussed. It is hoped that planting crops will deter future anti-social behaviour.
- 024 **REPORTED ISSUES** – After an inspection which didn't find any safety issues, a 01.04.21 WCC email stated that the Local Works Team have been advised that surface of the steeply downhill section of Mill Lane is down to the hardcore and reportedly slippery when wet. **ACTION: Clerk to contact B Barnes to request a site visit.**
- 025 The Local Authorities and Police & Crime Panels Regulations 2020 has not been extended beyond 7 May 2021. Consequently, the next Council meeting will be in the Memorial Hall. Cllr Robinson stated that the Hall will open for the meeting and be Covid compliant. **ACTION: Clerk to ascertain if the Annual Parish Meeting needs to be held this year.**

PLANNING

- 026 20/02766/HP withdrawn
- 027 20/01831/FUL withdrawn
- 028 20/02662/FUL approved by WDC. There is a condition which stipulates that the Day Room is not to be used for permanent accommodation. This approval does not apply to any other pitches on the site nor set a precedent to the specification for further utility blocks.
- 029 21/00388/AGR: packing shed in Middle Littleton – deferred

NEW MOTIONS FOR COUNCIL CONSIDERATION

- 030 The **Council resolved** to approve the 2021-22 WCC Lengthsman contract. **ACTION: Clerk to sign and return the contract.**
- 031 The **Council resolved** to approve the 2021-22 Lengthsman Contract.

CLLR REPORTS AND FUTURE AGENDA ITEMS

- 032 Cllr MacDonald reported that the Support Group hasn't had any new requests since January, but is still available to help parishioners.
- 033 Cllr MacDonald reported no update for the playground equipment.
- 034 Cllr MacDonald reported no update for the common land parking proposal.
- 035 Cllr MacDonald reported that he is moving and will at some point in the near future resign as a member of the Council. Issues in minutes 032-034 need to be handed over to a new cllr. The members of the Council wished Iain good luck with the move.
- 036 Cllr Robinson reported that the Parish Wharf was tidied up. The bottom step of the deck needs to be replaced; will likely cost about £150 for materials. Plans to discuss river bank erosion with Avon Navigation Trust. Cllr Wilson stated that given the continued erosion due to flooding, the Council will need to determine a long-term plan for the Wharf.
- 037 Cllr Smith reported that she toured the parish with the Lengthsman and a WCC officer. She briefly discussed the village improvements ideas such as beautifying the parish entrance locations, planters and flower seeds in some verges. Perhaps the Council should consider entering Parish in Bloom in 2021-22 or start a scarecrow event similar to the one in Feckenham. Cllr Wilson stated the Council will likely financially support such schemes, but volunteers are essential. **ACTION: Cllr Smith will draft a piece for the Newsletter to recruit volunteers.**
- 038 Cllr Smith suggested that the Council should encourage parishioners to email WDC Planning concerning the Evesham Rd development. **ACTION: Clerk to request monthly updates from WDC one week prior to Council meetings.**
- 039 The meeting closed at 9:25pm.
- 040 **DATE AND VENUE OF NEXT SCHEDULED MEETING:** 7:30pm on 10 May 2021 at War Memorial Hall, Cleeve Prior.

Signed _____ Date _____

Notes of Public Question Time

1. Parishioner asked if WDC had received the Landscaping & Maintenance Statement for the Haywood Way Traveller Site. **ACTION: Clerk to request an update from WDC.**
2. A parishioner reported that the Residents Association has been with a quorum for many years. He will place a notice in the Parish Magazine requesting volunteers to manage the organization. If no volunteers can be enlisted; the funds will have to be divested.
3. A parishioner requested an update on the Evesham Rd development. The response from Cllr Wilson was that there has been some movement, but to what degree is unknown at this point. A meeting with WDC CEO, Head of Planning and Head of Legal was held. The minutes of the March Council meeting briefly outline the meeting.
4. Mark Rawlings reported that he hasn't yet spoken with his tenant about clearing the ditch on Hoden Lane.
5. A parishioner stated that the sewage from the Severn Trent spill wasn't pumped into the tanker.
6. A parishioner stated that the blocked ditch/headwall on Quarry Lane near the Severn Trent entrance belongs to the people who own the caravan next door.
7. M Rawlings offered to help with the Quarry Lane repair job.