

CLEEVE PRIOR PARISH COUNCIL

To Members of the Council

You are hereby summoned to attend a meeting of the Cleeve Prior Parish Council to be held **via Zoom** on Monday 12 October 2020 at 7:30pm, for the purpose of transacting the following business only. The Local Authorities and Police & Crime Panels Regulations 2020 permits meetings to be held "electronic, digital or virtual locations such as internet locations, web addresses or conference call telephone numbers". Meetings must still be properly convened and able to be attended by members of the public. The notice doesn't have to be posted on the notice board, but it must be posted on the council website. To connect directly to council meetings, please use the link below.

<https://us02web.zoom.us/j/88416339795>

For those who subscribe to Zoom, using the following information is an option:

Meeting ID: 884 1633 9795

No password necessary

S. Arble

Sean Arble
Clerk to the Council

07 October 2020

AGENDA

1. APOLOGIES and reasons for absence:

2. DECLARATION OF INTERESTS:

- a) To receive declarations of interest from councillors on items on the agenda.
- b) To receive written requests for dispensations for disclosable pecuniary and non-pecuniary interests (S33 of the Localism Act 2011) which are to be with the clerk as soon as possible prior to a meeting.
- c) **TO CONSIDER GRANTING REQUESTS FOR DISPENSATION**

Requests for dispensation must be written and made on an individual basis.

3. MINUTES: To consider the approval of the Minutes of the Meeting held 14 September 2020.

4. FINANCE

A. To note September 2020 Reconciliation emailed 05.10.20. The bank statements reconcile with the I&E Report.

B. To note September 2020 Income & Expense Report emailed 05.10.20.

C. TO APPROVE PAYMENT SCHEDULE

Ref	Payee	Details	Net	VAT	Total	Approval Date 12.10.20
52	S Arble	Sept Salary	£484.36	£0.00	£484.36	
53	S Arble	Sept Expenses	£22.91	£0.58	£23.49	£507.85
54	ICO	Data protection fee	£40.00	£0.00	£40.00	
55	Limebridge	Sept grass cut x2	£590.00	£118.00	£708.00	
56	1&1	Sept Website	£15.00	£3.00	£18.00	
	TOTAL		£1,152.27	£121.58	£1,273.85	

5. PROGRESS REPORTS

- A. 28.09.20 H Goodwin email RE new street light is too bright in bedroom window. The Clerk responded that the lights cannot be adjusted. Cllr Smith was to speak with H Goodwin about the matter.
- B. Cllrs Solomon & Wilson were scheduled to attend 07.10.20 SWDP Review.
- C. On 08.08.20 & 16.09.20 the Clerk requested P Saunders of WRS to reinvestigate the culvert on Quarry Lane near the bridge. Household soap contamination is evident. A site visit is TBD depending on the Covid situation.
- D. The required Web Content Accessibility 2.1 work on the website and Accessibility Statement is complete.
- E. On 29.09.20 the Heritage Trust replied to the CPPC letter RE Nominated Trustee and suggested a preliminary meeting to decide the parameters etc of such a step.
- F. Cllr Smith found a good candidate for the Lengthsman position. Cllr Wilson met with the candidate informally then a Zoom meeting was held on 02.10.20. The Clerk gave permission to WCC to distribute the Clerk's details to WORCS Lengthsmen in the hope of finding a trained candidate. To date, there has been no response.
- G. On 28.09.20 the Clerk sent letters to P Smith of WCC and D Hammond of WDC to regarding the creation of a parking space and driveway in front of Rose Cottage, Main St. Mr Hammond replied; the matter was passed to T Tudor of the enforcement team. R Benson of WCC replied, the matter will be investigated, including speaking to the homeowner.
- H. The Clerk and Cllrs Solomon and Wilson met with the Western Power Engineer and M Williams, the surveyor, to discuss the padmount installation on Main St near Prior House. See 30.09.20 email.
- I. On 15.09.20 the Clerk requested K Joynes, CPPC solicitor, to send an additional letter to the Traveller Site developer solicitors RE CPO Land Requirements and desire to negotiate to resolve CPO Land issues.

The meeting will be adjourned for Public Question Time

Parishioners are invited to offer their views and question the parish or local councillors on issues on this agenda or raise issues for future consideration at the discretion of the Chairman. The time allocated is at the discretion of the Council/Chairman. When the question time is closed, the Council request that members of the public make no further contribution to the meeting unless invited to do so by the Chairman. This period is not part of the formal meeting; however, brief notes will be appended to the minutes as an aide memoire.

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6. CLERK'S UPDATE

- A. **Correspondence for Consideration** (not otherwise noted):
 - 1. 27.09.20 Alan Saunders email RE request to purchase kissing gate (£400) from WCC to be installed by WCC footpath team on 545(C) between fields owned by H Stock I Paxton.
 - 2. Rural Lettings Policy Survey emailed to cllrs 07.10.20; due 02.11.20.
- B. **Tabled Correspondence** (not otherwise noted):
 - 1. 02.10.20 P Turner email RE planting trees on CPO land.
 - 2. 01.10.20 T Carr email RE improve path behind Millennium Green & 5-year review of NDP.
- C. **Correspondence Sent** (not otherwise noted):
 - 1. Crime Commissioner Survey completed on 07.10.20.
- D. **Reported Issues:**
 - 1. Hedge either side of Traveller Site entrance #926697; WCC doesn't believe there is a safety issue. The Clerk believes the hedge can be trimmed for approximately £50.
 - 2. Hedge between CPO land and Sun Court #92663; 4-week work order raised on 25.09.20.
 - 3. Sun Court Hedge: Mr Malle responded to the Council request to trim the Evesham Rd hedge and requested information on a local person that could do the job. The Clerk recommended a local farmer.

4. The Clerk spoke with the owner of Prior House and requested the hedge between Cream Cottage and the Prior House front door walk be cut. The Clerk gave Mr Solomon the number of a local farmer who could do the job.
5. Style outside school on Main St reported by A Saunders
6. Footpath sign next to Mill House reported by A Saunders.

E. Telephone pole on Village Green: The Clerk contacted O Hughes of WDC Planning on 06.10.20. The pole to be erected near 2 The Green is considered permitted development by WDC. Therefore, planning permission nor notifying the parish council are necessary. The Council cannot object to this type of planning. See 07.10.20 email.

7. PLANNING

- A. On 27.09.20 Cllr Wilson wrote an email to Mr Clements, the Enforcement Team Leader. Cllr Wilson requested the priority status to be reconsidered. In a letter dated 29.09.20, WDC Officer, T Tudor, stated the enforcement team will investigate the matter based on Priority C, which is no change from the original plan. The Local Enforcement Plan can be viewed at www.wychavon.gov.uk/planning-enforcement
- B. **TO CONSIDER** planning application 20/01832/LB – Kings Arms: Change of use of barn to permanent dwelling with associated alterations to building, creation of private garden and parking area.

8. NEW MOTIONS FOR COUNCIL CONSIDERATION

- A. **TO CONSIDER ENGAGING MR NICK LANE AS THE LENGTHSMAN** – Cllr Wilson
Contract calls for £15 per hour/9 hours per month to start 01.11.20. Due to ongoing training delays/issues and the urgent need to engage a Lengthsman, the Council has the option to pay for training at a cost of £270. See proposal and application emailed 07.10.20.
- B. **TO CONSIDER FENCE AROUND THE SCHOOL PLAYGROUND EQUIPMENT** – Cllr Mellor
Proposal to be emailed to cllrs later in the week.

9. COUNCILLORS' REPORTS and Future Agenda Items

10. DATE & VENUE OF NEXT MEETING 7:30pm on 9 November 2020 via Zoom.