

## Minutes of the meeting held 12 October 2020 Via Zoom, Cleeve Prior

Present: Councillors: Mary J Smith (left the meeting at 9:15 due to Wi-Fi issues), Ron Solomon, Peter Wilson (Chair), Doug Carr, Iain MacDonald & Ian Robinson.

In Attendance: Sean Arble (Clerk), WCC Cllr A Adams & three members of the public

653 Cllr Kevin Mellor sent his apologies.

654 Cllr Solomon declared an interest in Minutes 680 & 682.

655 No dispensations requested.

656 The **Council resolved** to approve the **MINUTES** of the meeting held 14 September 2020 via Zoom, Cleeve Prior. Cllr Robinson reminded the Clerk that a meeting with the full council should be organized to review the new financial reporting system. **ACTION: Clerk to obtain Cllr Wilson's signature.**

## FINANCE

657 The September 2020 Reconciliation was noted. Cllr Robinson stated the new financial system is £43.00 out. **ACTION: Clerk and Cllr Robinson to meet.**

Date		Date
01-Sep-20	to	30-Sep-20

add	Current Account balance			3922.57
add	Deposit Account balance			51561.43
less	Payments uncleared:			0.00
equ	Balance C/F			55484.00

Opening Balance Deposit Account	40561.09
Add receipts for period	11000.34
Less payments for period	0.00
Opening Balance Current Account	5076.49
Less Period payments:	1198.94
Add receipts for period: collect Aug overpayments	45.02
Uncleared payments for period	0.00
Payments Cleared from Previous Periods	0.00
Uncleared Payments from Previous Periods	0.00
Closing Balance	55484.00

658 The September 2020 Income & Expense Report was noted.

659

The Council resolved to approve the payment schedule subject to cllr inspection.

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	
	<b>TOTAL</b>		<b>£1,152.27</b>	<b>£121.58</b>	<b>£1,273.85</b>	

### PROGRESS REPORTS

660

Cllr Smith spoke with H Goodwin regarding the street light glaze in her bedroom window. It was appreciated that the light cannot be altered. Cllr Smith suggested the Council should offer a small of money to help defray the cost of black-out blinds.  
**ACTION: Chair Wilson to draft a letter for H Goodwin.**

661

Cllr Solomon attended the SWDP Review and offered a short report. Cllr Wilson couldn't attend the meeting.

- A. Delay of 1 year due to Covid and evidence collection issues.
- B. Consultation to take place March/April 2021.
- C. All Neighbourhood Plans (NP) need to comply with the new SWDP.
- D. It is hoped the SWDP will be adopted prior to planning reforms.
- E. New methodology to assess housing needs may lead to increased housing requirements for the south WORCS area.
- F. It is unclear if finance will be provided to NP revisions.
- G. WCC Cllr Adams stated that WDC is waiting for government guidance before it can definitely answer many questions.

662

#### WCC Cllr A Adams Report

- A. A written report was emailed to cllrs. The report includes Covid guidelines and links for employment and business support.
- B. Please keep drains, gullies and headwalls clear of debris.
- C. New broadband scheme outlined at the end of the report. Upgrades are direct fibre to houses. The scheme involves £1500 government sponsored vouchers. For the scheme to work best people should organize into neighbourhood groups to pool their vouchers.

663

WDC Cllr R Lasota could not attend; no report.

### PROGRESS REPORTS CONTINUED

664

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 in the water is evident. A site visit is TBD depending on the Covid situation. **ACTION: Clerk to request a progress report.**

665

The required Web Content Accessibility 2.1 work on the website is complete. **ACTION: Clerk to email a brief note to cllrs outlining what was done to the site to make it partially compliant.**

666

ON 29.09.20 the Heritage Trust replied to CPPC RE Nominated Trustee and suggested a preliminary meeting. Cllr Mellor had a discussion with B Taylor; research about the situation is ongoing.



- 667 The Millennium Green Trust situation was raised in connection to the Heritage Trust. Cllrs thought it may be prudent to include CPPC Trusteeship of the Millennium Green Trust as part of the discussions. **ACTION: Cllr Wilson to update Cllr Mellor.**
- 668 On 28.09.20 the Clerk sent letters to P Smith of WCC and D Hammond of WDC regarding the creation of a parking space in front of Rose Cottage. T Tudor of WDC replied that this is not a planning issue enforceable for the home owner. The land in question is publicly maintainable highway and is therefore the jurisdiction of WCC Highways. R Benson of WCC replied that they are investigating the issue.
- 669 The Clerk & 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. Work is currently in progress, although the 3-way light system isn't well planned to cope with the traffic in Cleeve Prior.
- 670 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 the desire of CPPC to start negotiations to resolve the CPO Land issues.
- 671 The meeting was suspended from 8:10 until 8:20 for Public Question Time. The notes are at the end of the Minutes.

### CLERK'S UPDATE

#### Correspondence for Consideration

- 672 27.09.20 Alan Saunders email RE request to purchase kissing gate at a cost of £400 from WCC to be installed by WCC footpath team via F Argyle on 545(C) between fields owned by H Stock and I Paxton. This area is on the hill behind The Garage. **ACTION: Proposal to be submitted on November agenda.**

- 673 Rural Lettings Policy Survey was noted.

#### Tabled Correspondence

- 674 02.10.20 P Turner email RE planting trees on CPO Land. **ACTION: Clerk to respond to the email: the future of the Traveller Site and by association, the CPO Land, should be resolved prior to altering the CPO landscape.**
- 675 01.10.20 T Carr email RE improvement of path behind Millennium Green and 5-year review of NDP. The original concept was to create an all-weather path from Evesham Rd to the school and this was included in the Neighbourhood Plan. There are issues regarding feasibility and funding. **ACTION: Question F Argyle of WCC (the landowners) about the feasibility of the plan.**  
**ACTION: Cllr Wilson to speak with T Carr.**

The 5 Year Neighbourhood Plan Review was initiated in spring 2020. The review was postponed by Covid 19. APS (planning consultant) reviewed the plan and identified the areas of risk. **ACTION: Cllrs Wilson & Robinson to liaise with T Carr.**

No correspondence sent not otherwise noted:

- 676 Crime Commissioner Survey completed On 07.10.20. Cllr Wilson thanked the cllrs who contributed to this survey.

### REPORTED ISSUES

- 677 Hedge either side of Traveller Site entrance closest to the Littletons was reported to WCC - #926697. WCC doesn't believe there is a safety issue. The **Council resolved** to pay a contractor £50 to cut the hedge.
- 678 WCC raised a 4-week work order for the hedge #92663; the hedge between the CPO land and Sun Court.



- 679 Sun Court Hedge: Mr Malle responded to the Council request to trim their Evesham Rd hedge. The Clerk recommended a local contractor to do the job.
- 680 The owner of Prior House intends to cut the hedge between Cream Cottage and his front door when the road works are complete.
- 681 The Clerk contacted O Hughes of WDC Planning on 06.10.20 regarding the recently installed telephone pole near 2 The Green. The pole is considered permitted development by WDC. Therefore, planning permission nor notifying the parish council aren't necessary. The Council cannot object to this type of planning. The Clerk suggested the Council support parishioners by sending a letter of objection to Bt.  
**ACTION: Clerk to draft objection letter.**

### PLANNING

- 682 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](http://www.wychavon.gov.uk/planning-enforcement).
- 683 The **Council resolved** to object to 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. Grounds for objecting include, loss of pub parking leading to aggravation of the current parking situation on Main St & loss of garden space. The Council agrees with the many issues raised in the Conservation Officer's Report.

### NEW MOTIONS FOR COUNCIL CONSIDERATION

- 684 The **Council resolved** to engage Mr N Lane as the new Lengthsman. The **Council further resolved** to pay the £270 Lengthsman training fees. **ACTION: Clerk to arrange contract and training course.**
- 685 The fence around the school play equipment area was discussed. Matters such as school approval, provision for new equipment, gate and the footpath are considerations. A progress report at the November meeting is likely.

### CLLR REPORTS AND FUTURE AGENDA ITEMS

- 686 Cllr Solomon reported that the bus shelter project is on hold until the road works are complete.
- 687 Cllr Carr reported that the parish website is progressing.
- 688 Cllr MacDonald reported that the CP Support Group remains in place and is currently planning for a heightened Covid 19 restrictions.
- 689 The meeting closed at 9:25pm.

- 690 **DATE AND VENUE OF NEXT SCHEDULED MEETING:** 7:30pm on 9 November, 2020 via Zoom.

Signed  Date 29<sup>th</sup> Nov 2020

### Notes of Public Question Time

1. A parishioner stated that the Kings Arms proposal would reduce parking in the village when parking for the school, Memorial Hall and pub is already inadequate and doesn't think the pub garden should become private.