Minutes of the meeting held 11 January 2021 Via Zoom, Cleeve Prior

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

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

768 Apologies received from Cllr I Robinson.

769 No interests declared.

770 No dispensations requested.

771 The **Council resolved** to approve the **MINUTES** of the meeting held 14 December 2020 via Zoom, Cleeve Prior. **ACTION: Clerk to obtain Cllr Wilson's signature.**

FINANCE

772 The December 2020 Reconciliation was noted.

Date		Date
01-Dec-20	to	31-Dec-20

add	Current Account balance			1336.02
add	Deposit Account balance			51562.66
less	Payments uncleared:			
equ	Balance C/F			**52898.68**

Opening Balance Deposit Account	51562.24
Add receipts for period	0.42
Less payments for period	0.00
Opening Balance Current Account	1975.18
Less Period payments:	1757.16
Add receipts for period	1158.00
cleared Chq from Oct	40.00
Closing Balance	**52898.68**

773 The December 2020 Income & Expense Report was noted.

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

Ref		Payee	Details	Net	VAT	Total		
66		S Arble	Dec Salary	£484.36	£0.00	£484.36		11.01.21
67		S Arble	Dec Expenses	£39.89	£2.58	£42.47		11.01.21
68		MA Hughes	xmas tree	£140.00	£0.00	£140.00		11.01.21
69		UTS	lengthsman training	£132.00	£26.40	£158.00		11.01.21
70		UTS	lengthsman training	£139.33	£27.87	£167.20		11.01.21
71		N Lane	Nov Lengthsman	£135.00	£0.00	£135.00		11.01.21
72		N Lane	Dec Lengthsman	£135.00	£0.00	£135.00		11.01.21
		TOTAL		**£1,205.58**	**£56.85**	**£1,262.03**		

775 The **Council resolved** to approve the 2021-22 Budget. The total precept is £22,000.
ACTION: Clerk to submit precept request to WDC.

776 The Council noted the 2020 Risk Assessment. The Clerk was asked to include more specific language for completed actions.

777 WCC Cllr A Adams written report will be forwarded to the Clerk.
ACTION: Clerk to post report on the website.

A. Wychavon is a relatively low COVID-19 19 infection area.
B. The local spike was due to an outbreak in Long Lartin Prison.
C. WCC Divisional Funds applications are due by the end of January.
D. New kerbs and gullies for Fish & Anchor Hill.

ACTION: WCC Cllr to check gritter route. Cllr Smith doesn't believe the gritter has been coming to Cleeve Prior recently.

PROGRESS REPORTS

778 Bus Shelter: After a meeting between Cllr Solomon, S Arble and D Hedges (Western Power) it was agreed that Western Power would:

A. Level verge with topsoil and reseed in the spring
B. Shutter and pour a new level on top of current bus shelter base
C. Create a lip up to the base to avoid tripping hazard and make wheel chair accessible
D. Will seek quote for a replacement shed.
E. New Homes Bonus Grant application was submitted to WDC on 05.12.20.

ACTION: Cllr Solomon to provide dimensions for the base and shelter and determine the shelter material.

779 H Peachey informed the Clerk that S106 funds cannot be used for the bus shelter as that item would be covered by other S106 funds via WCC Highways.

780 The Clerk spoke with S Hancher, the transport company for some caravans to be delivered on the Haywood Way Traveller Site (likely in March). Details of the local police were forwarded, the Clerk requested advance notice of the move date and requested locals who may have cars in parked in hot spots be notified.

781 The Clerk placed an order to KW Boulton to conduct work on the Village Green trees (beech & lime) on 17.02.21. The road will not be blocked.
ACTION: Clerk to include this information in the next parish magazine.

82 B Barnes, WCC officer, believes there is room to install 1-metre gates at either side of the Bidford Rd near The Manor. road. The hedge on one side may need to be trimmed to accommodate a gate. WCC can install, but CPPC will need to purchase the gates. Cllr Mellor obtained a quote for £1240 plus VAT. The Clerk is trying to seek clarification on the supplier used for the Littleton end of the parish. Cllr Mellor plans to include a proposal for the February meeting.
ACTION: Clerk to seek supplier information from B Barnes.

783 WDC Zoom Planning Training on 02.03.21. Cllrs Mellor, Carr, McDonald & Solomon are registered for the training.

784 The Heart of England Forest Trust purchased the fields between the CPO Land and the backs of the houses on Mill Lane.

785 The damage done to The Close green was partially repaired.

786 The meeting was suspended from 8:05pm until 8:10pm for Public Question Time. The notes are at the end of the Minutes

CLERK'S UPDATE

787 Correspondence for Consideration (not otherwise noted) - none

Tabled Correspondence (not otherwise noted):

788 03.01.21 email from M Heelis RE Bidford Rd grips; the Clerk reported the issue to the Lengthsman. Cllr Wilson stated that the Lengthsman is doing good work.

790 05.01.21 email from T Carr RE Riverside Path CP514; possibility of path to be moved at request of Dyson Farm owners. To date, no application has been received. Forwarded to cllrs 06.01.21.

791 Correspondence sent (not otherwise noted)- none.

792 **REPORTED ISSUES** – #966115: drain outside Squirrel Cottage is blocked, reported 24.12.20.

PLANNING

793 ENF/20/0335 toilet block on Haywood Way Traveller Site. A S330 Notice was served to establish ownership of the caravan with consideration for enforcement action. Subsequently, the owner submitted an application for retrospective approval. The Clerk requested an extension to consider this application at the February meeting.

794 The enforcement officer inspected the caravan on the Traveller Site off Haywood Lane. The external size meets maximum guidelines. He will check with the manufacturer to determine the interior height of the caravan.

795 **NEW MOTIONS FOR COUNCIL CONSIDERATION** - none

CLLR REPORTS AND FUTURE AGENDA ITEMS

796 Cllr MacDonald Common Land outside of garage etc proposal. The school parking area is unsafe and it may be prudent to re-purpose some common land to accommodate additional parking.

797 Cllr Smith raised the issue of Kings Arms Rural Rate for the 2021-22 budget. The Clerk and a few cllrs stated that the Kings Arms manager has been the asked the question. Apparently, the Kings Arms is not charged this type of taxes.

798 Cllr Mellor is now a Trustee of the Heritage Trust and will act as a liaison with the Council on relevant issues.

799 Cllr MacDonald reported that the CP Support Group has had a few requests for help, but generally very quiet.

800 Cllrs MacDonald & Mellor stated that fibre connection seems to be parish-wide with free upgrade included with a 2-year contract. Although, before drafting a note for the parish magazine, Cllr Macdonald would like to wait until he can confirm fibre provision is available for entire parish.

Installation at Cllr Mellor's house is due in March. Therefore, the voucher process may not be necessary. Recommend contacting BT through the website or phone. There is £5 off the monthly fee if new contract is arranged by phone.
ACTION: Cllr Mellor to forward phone BT phone number to the Clerk and the number will be included in the next edition of parish magazine.

801 Cllr Smith reported that tarmac replacement on pavements that Western Power worked on appear to be of poor quality.
ACTION: Cllr Smith to forward details to the Clerk.

802 Cllr Smith will send photos of village improvement ideas.

803 The meeting closed at 8:30pm.

804 **DATE AND VENUE OF NEXT SCHEDULED MEETING:** 7:30pm on 8 February 2021 via Zoom.

Signed _____ Date 13th February 2021

Notes of Public Question Time

1. A parishioner noted that the gritter has been coming through Cleeve Prior.

Minutes prepared by S Arble, Clerk to the Council, 17.01.21.