

Minutes of the meeting held 8 February 2021 Via Zoom, Cleeve Prior

Present:

Councillors: Mary J Smith (arrived 7:55), Ron Solomon, Peter Wilson (Chair), Iain MacDonald & Kevin Mellor, Doug Carr & Ian Robinson

In Attendance: Sean Arbie (Clerk) & WWC Cllr A Adams, WDC Cllr R Lasota & four members of the public

805 Apologies received from Cllr Smith; she was late due to Zoom connection difficulties.

806 Cllr Solomon declared a non-pecuniary interest in items minuted 823 & 824.

807 No dispensations requested.

808 The **Council resolved** to approve the **MINUTES** of the meeting held 11 January 2021 via Zoom, Cleeve Prior. Cllr Robinson will discuss the Risk Assessment with the Clerk off-line.

## FINANCE

The January 2021 Reconciliation was noted. The new model shows a £1 discrepancy.

[illegible]

Opening Balance Deposit Account	51562.66
Add receipts for period	0.47
Less payments for period	0.00
Opening Balance Current Account	1336.02
Less Period payments:	1280.43
Add receipts for period	1043.85
cleared Chq from Oct	0.00
Closing Balance	52662.57

810 The January 2021 Income & Expense Report was noted.

811 The Clerk reported that WDC confirmed receipt of the Precept request.

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

Payment References; those in red previously paid

Ref	Payee	Details	Net	VAT	Total	Paid on 08.02.21 unless otherwise noted
73	1&1	website	£15.00	£3.00	£18.00	25.01.21
74	Kingsmoor Farm	Cut hedge near Traveller Site entrance	£50.00	£10.00	£60.00	
75	CP Newsletter	Parish Magazine	£211.50	£0.00	£211.50	
76	Higgs & Sons	Advice Re CPO Land	£141.00	£24.00	£165.00	
77	PC Websites	Accessibility Statement etc	£90.00	£18.00	£108.00	
78	N Lane	Jan Lengthsman	£135.00	£0.00	£135.00	
79	SSE	Aug 20 electric	£3.05	£0.61	£3.66	
80	SSE	Aug 20 electric	£7.74	£0.38	£8.12	
81	SSE	Aug 20 electric	£15.32	£0.76	£16.08	
82	SSE	Sept 20 electric	£3.05	£0.61	£3.66	
83	SSE	Sept 20 electric	£7.90	£0.39	£8.29	
84	SSE	Sept 20 electric	£15.32	£0.76	£16.08	
85	SSE	Oct 20 electric	£3.05	£0.61	£3.66	
86	SSE	Oct 20 electric	£8.22	£0.41	£8.63	
87	SSE	Oct 20 electric	£15.50	£0.77	£16.27	
88	SSE	Nov 20 electric	£3.05	£0.61	£3.66	
89	SSE	Nov 20 electric	£15.32	£0.76	£16.08	
90	SSE	Nov 20 electric	£7.74	£0.38	£8.12	
91	SSE	Dec 20 electric	£3.05	£0.61	£3.66	
92	SSE	Dec 20 electric	£15.69	£0.78	£16.47	
93	SSE	Dec 20 electric	£8.69	£0.43	£9.12	
94	S Arble	Jan wage	£484.36	£0.00	£484.36	
95	S Arble	Jan Expenses	£22.91	£0.58	£23.49	£507.85
	<b>TOTAL</b>		<b>£1,282.46</b>	<b>£64.45</b>	<b>£1,346.91</b>	

### PROGRESS REPORTS

- 813 Bus Shelter: Cllr Solomon forwarded details of the bus shelter base and structure to Western Power and requested quotes for brick and wood materials. D Hedges of Western Power stated the information was passed to his contractor. He also stated there is more work to do on site, but is waiting to continue work after the more is known about the COVID-19 situation.
- 814 WDC Zoom Planning Event Training on 02.03.21. Cllrs Mellor, McDonald, Carr & Solomon are registered. Cllr Solomon expressed some concern that the training could be the same as the training slides the Clerk forwarded a few weeks ago.
- 815 The Clerk was assured by a resident of Haywood Way Traveller Site that the green in The Close would be repaired. The Clerk noted that some work to repair the damage was done recently.
- 816 The meeting was suspended briefly from 7:40 pm for Public Question Time. No members of the public spoke.

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## CLERK'S UPDATE

Correspondence for Consideration (not otherwise noted)

- 817 22.01.21 SWDP Review Forthcoming Consultations (Sustainability & Travellers Site Allocation DPD) Briefing Evening on 01.03.21 at 6pm via Zoom. Cllrs Solomon & Wilson would like to register for the events. Cllr Robinson is a reserve for the event.
- 818 27.01.21 parishioner email about the dog bin at the end of Mill Lane. It is on a slippery slope and difficult to access in winter. Cllr Carr has wood chips and is happy to use some for job. **ACTION: Clerk to request the Lengthsman to spread wood chips on the slope.**
- 819 Tabled Correspondence (not otherwise noted): None.
- 820 Correspondence sent (not otherwise noted): None.
- 821 **REPORTED ISSUES** – #966115: drain outside Squirrel Cottage is scheduled to be cleared
- 822 Cllr Smith reported untidy pavement work near Laurels on Main St. The Clerk reported the issue to WCC Cllr Adams and was advised that the tarmac will blend over time. If holes or cracks appear the Clerk is to report the issue to WCC.

## PLANNING

- 823 The **Council resolved** not to object to 20/02766/HP: Cream Cottage, Main St.
- 824 The **Council resolved** to submit the following comments for 20/02662/FUL: Land Off Haywood Way:
- A. This building has already been erected and fitted out in contravention of the descriptions contained in the original planning application 18/01727/CU.
  - B. The erected 'day room' is approximately four times the footprint of the originally proposed utility block.
  - C. The current building is not considered to be controversial in appearance within this location.
  - D. If the application is approved the Council requests the following conditions:
    - 1. This day room is not to be used for, or converted to, accommodation facilities.
    - 2. From the site plan, this planning application is clearly focused on one of the six pitches on this traveller site. The supporting documentation (design and access statement) is more generic suggesting that the remaining utility blocks shown on the original application and as yet, unbuilt, might expect to benefit from the outcome of this application. It must be made absolutely clear that any other future material changes to the original application for this whole site must be the subject of separate applications.
- 825 ENF/20/0335 – Land off Haywood Way – erection of day room: A S330 Notice was served to establish ownership of the caravan site with consideration for enforcement action. Subsequently the owner submitted an application for retrospective approval.

## NEW MOTIONS FOR COUNCIL CONSIDERATION

- 826 The **Council resolved** to approve a 3-year agreement with R Fletcher to conduct internal audits at a cost of £190 per year. **ACTION: Clerk to send Letter of Engagement.**

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- 827 The **Council resolved** to renew the Limebridge Grass contract for a 3-year period at a cost of £305 per cut for up to 16 cuts per year. **ACTION: Clerk to confirm contract.**  
**ACTION: The Clerk will ask for a £1000 contribution from Rooftop Housing to pay for grass cutting in The Close and Nightingale Lane for up to 11 cuts per year.**  
**Any further cuts will be charged at £90 per cut.**
- 828 The **Council resolved** to form a Working Party to consider the viability of utilizing the Common Land outside the Garage & adjacent properties as a shared parking area. The members of the Working Party are Cllrs Robinson & MacDonald.
- 829 The **Council resolved** to request WCC Cllr Adams pay the £1140 for the parish gates at the Manor end of the parish. **ACTION: Cllr Mellor to liaise with WCC Cllr Adams.**
- 830 The **Council resolved** to purchase materials and install a wooden picket fence around the school play equipment area at a cost of £1825. The Council expects to receive a £500 donation from the WCC Divisional Grant Scheme and will likely purchase the materials at a discounted price. The grass inside the fence will be the responsibility of the Council to maintain. Work will begin when the lockdown is lifted.
- 831 The **Council resolved** to appoint Cllr Robinson as the liaison between Council and the Millennium Green Trust to take effect when Cllr Robinson is appointed as a Trustee of the Trust.
- 832 WCC Cllr Adams Report was emailed to the Council.
- A. COVID-19 cases in the area have dropped.
- B. Use one.network for highways information.
- C. £500 grant for new playground fence.
- D. Fish & Anchor Hill work not yet complete. Gullies will be installed to alleviate the flooding at the bottom of the road.

#### WCC & WDC CLLR REPORTS

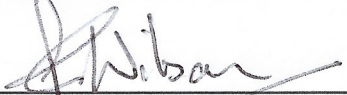
- 833 WDC Cllr Lasota Report:
- A. No rate increase for 2021-22. Fourth year in a row without an increase.
- B. SWDP Gypsy Sites to include two at Badsey and one at Aldington.
- C. Gypsy Sites within 800 metres of a category 1-3 village will also be considered. Consultation starts in March.
- D. Need an additional 19 pitches, two applications already submitted.
- E. SWDP will reconsider housing sites already discounted. Sites to be made public in the autumn.
- F. Developers and WDC can't agree on the 48-market housing mix for Evesham Rd site. Cllr Wilson stated that there needs to be a resolution to the matter. **ACTION: Cllr Lasota to organize a meeting between WDC Chief Executive and CPPC.**

#### CLLR REPORTS AND FUTURE AGENDA ITEMS

- 834 Cllr Carr apologized about the website not being finished. Cllr Wilson suggested that if need be, ask for assistance.
- 856 Cllr MacDonald reported that the CP Support Group has not been busy.
- 836 Cllr MacDonald is currently gathering playground equipment quotes.

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- 837 Cllr Smith reported that she is disappointed in lack of response to ideas for village improvement. Cllr Wilson apologized on behalf of the Council and stated the bench at intersection of Mill Lane and Main St is scheduled for refurbishment.
- 838 Cllr Smith reported that Quarry Lane is in poor condition due to Severn Trent tankers using the lane. **ACTION: Clerk to write to Severn Trent to outline issues with Quarry Lane due to company vehicles using the lane and request an onsite meeting. Clerk to invite WCC Officer F Argyll to the meeting.**
- 839 Cllr Robinson stated the Memorial Hall will remain shut likely until May elections.
- 840 Cllr Carr reported that the Lengthsman is doing a good job.
- 841 **ACTION: Clerk to request a quote from Kingsmoor Farm to dig out ditch in front of CPO land.**
- 842 The meeting closed at 9:20pm.
- 843 **DATE AND VENUE OF NEXT SCHEDULED MEETING:** 7:30pm on 8 March 2021 via Zoom.
- Signed  Date 14<sup>th</sup> MARCH 2021

Notes of Public Question Time - None