CLEEVE PRIOR PARISH COUNCIL

Minutes of the meeting held 10 May 2021 at War Memorial Hall, Cleeve Prior

Present: Councillors: Ian Robinson, Ron Solomon, Mary J Smith, Peter Wilson. Kevin Mellor & Doug Carr

In Attendance: S Arble (Clerk), seven members of the public and District Councillor Richard Lasota.

041 Cllr Wilson was elected Chairman.

042 No apologies received.

043 Cllr Smith was elected Vice-Chairman.

044 No interests declared.

045 No dispensations requested.

046 Standing Orders were noted.

047 Adopted provisions relating to the Clerk and Financial Regulations were noted.

048 The Code of Conduct was noted.

049 The Clerk's Scheme of Planning Delegation was noted. The **Council resolved** to appoint all cllrs as members of the delegation. Three responses will constitute a quorum.

050 Financial Regulations, 2021-22 Budget and 2020 Risk Assessment were noted.

051 Memorial Hall deeds and CPO registration documents are stored at Hall Reynolds Solicitors in Bidford on Avon.

052 The Clerk's Finance Support Group was noted. The **Council resolved** to appoint Cllrs Wilson, Robinson & Mellor as members of the group. The current signatories on the bank account are **Cllrs Smith, Wilson & Robinson**.

053 Councillor's Expenses were noted. At the 13 February 2008 Meeting the Council adopted the following: The Council will reimburse reasonable expenses incurred while on Council business upon presentation of an invoice or receipt. The **Council resolved** to adopt a mileage allowance £0.45 per mile.

054 The Chairman's £200 per annum Allowance was noted. This amount can be spent by the Chairman without prior approval of the Council, and is reimbursable upon presentation of a receipt/invoice.

055 The Asset Register was noted.

056 The insurance policy was noted.

057 The **Council resolved** to make appointments to the following posts:

A. **Allotment Officer:** The Council decided to eliminate this post
B. **Perkins Educational Foundation:** Mrs S Robinson was confirmed
C. **Two CALC Area Representatives:** The Council decided to eliminate this post
D. **War Memorial Hall Management Committee Rep:** Cllr Robinson
E. **Parish Web Manager:** Cllr Carr
F. **Parish Paths Warden:** A Saunders with assistance from T Carr.
G. **ASB WP:** Cllr Robinson
H. **NP WP:** Cllrs Robinson & Wilson
I. **S106 & NHB WP:** Cllr Solomon
J. **CP Projects WP:** Cllr Robinson
K. **Parish Wharf:** Cllr Robinson & Simon Davies
L. **Community Action Group:** Cllr Wilson
M. **Heritage Trust Liaison:** Cllr Mellor
N. **School Playground Liaison:** Cllr Mellor

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O. **Millennium Green Trust Liaison:** Cllr Robinson
P. **CP Support Group:** Susan Robinson & Cllr Mellor

058 The **Council resolved** to approve the **MINUTES** of the meeting held 12 April 2021 via Zoom, Cleeve Prior.

059 **Meeting adjourned to hold Public Question Time from 7:40-8:00pm.**

060 WDC Cllr Report:

A. John Campion was re-elected.
B. There are two Travellers not in agreement with the Evesham Rd development financial Arrangement.
C. Cllr Lasota is dismayed by the H Peachey letter dated 05.05.21; ref #HCP/JAB.
D. PC J Lee retired from the police department.
E. While the police continue to attend to the Traveller Site, the area is considered by locals to be a NO-GO area.
F. Three caravans have moved onto D Andrews plot on the Traveller Site. Several teenagers are using a caravan as a meeting location.
G. WDC will hold face to face Council meetings starting at end of May.

FINANCE

061 The **Council Resolved** to approve the Payment Schedule.

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

Ref		Payee	Details	Net	VAT	Total		Paid on 10.05.21 unless otherwise noted
10		1&1	website & domain name	£24.99	£5.00	£29.99		24.03.21
11		1&1	May website	£15.00	£3.00	£18.00		19.05.21
12		N Lane	March Lengthsman	£135.00	£0.00	£135.00		
13		SSE	March electric	£8.06	£0.40	£8.46		
14		SSE	March electric	£9.65	£0.48	£10.13		
15		WCALC	Service fee	£330.46	£59.10	£389.56		
16		EON	Hoden Lane light, swap lights & electrical tests	£1,575.81	£315.16	£1,890.97		
17		S Arble	April wage	£484.36	£0.00	£484.36		
18		S Arble	April expenses	£35.51	£0.58	£36.09		£520.45
19		P Wilson	Chair Allowance	£44.95	£8.99	£53.94		
20		P Wilson	Cllr expenses	£18.50	£0.00	£18.50		
21		Limebridge	April grass cut x2	£610.00	£122.00	£732.00		
22		WCC	CP Estate rent	£30.00	£0.00	£30.00		
		TOTAL		**£3,322.29**	**£514.71**	**£3,837.00**		

062 Cllr Robinson noted that the April 2021 accounts balance. He passed a spreadsheet to each cllr.

063 The Internal Auditor is conducting the audit. The accounts are due with the External Auditor on 02.07.21.

064 **WCC Cllr Report:** Cllr Smith stated that Cllr A Adams emailed a monthly report and was re-elected.

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PROGRESS REPORTS

065 PC Matt Beards meeting was held on 10.05.21. There are plans to re-establish the Thursday Drop-in Session & introduce a mobile police station. **ACTION: Clerk to forward minutes of the meeting to cllrs.**

066 The Clerk met with B Barnes (WCC Officer) on 06.05.21 to discuss Mill Lane. Action points of that meeting were emailed to cllrs on 06.05.21. Four spots on Mill Lane are marked for repair. The gully, sunk yard, kerb and road near the intersection of Mill Lane & Main St were identified for work orders.

067 The 2021-22 Lengthsman contract was signed and returned.

068 Cllr Robinson reported that the Hovel Project is nearly complete. The information boards need to be installed.

069 The Transport Strategic Outline Business Case Consultancy was completed and returned.

CLERK'S UPDATE

Correspondence for Consideration (not otherwise noted)

070 26.04.21 email RE vehicles dumped in Stubbs Pool and the River Avon. The police said they would contact the Environment Agency and have spoken to the land owner about access through the property.

Tabled Correspondence (not otherwise noted)

071 WDC Rural Lettings Policy was adopted.

072 The Notice of Vacancy in Office of a Councillor was posted online and on the Noticeboard. If an election isn't called by 18 May, the Council will be permitted to fill the vacancy by co-option.

073 SWDP Review April Newsletter emailed to cllrs 30.04.21. The Travellers & Showpeople Site Allocations Preferred Options consultation begins on 17.05.21. There will be a briefing on 20.05.21 from 6pm via Zoom; further details to follow. Cllr Robinson would like an invite to the briefing.

PLANNING

074 G McDermott (WDC Planning Officer) confirmed that a scheme of landscaping and schedule of maintenance prior to any caravans being brought onto the Haywoods Way Traveller Site is required. The Enforcement Team was notified. IN a 04.05.21 email WDC stated that the priority for this C. The Clerk called J Allen, the enforcement officer, and was told he will research the matter.

075 In response to a request for an update on 19/00140/OUT, H Peachey responded on 05.05.21. WDC is seeking a viable appraisal to be submitted by the developer and reiterated that the site has planning for 60 caravan pitches and does not yet have planning permission for housing. Unless all parties work together, the only way to bring this development to fruition is by considering compulsory purchase. Unless the applicant is able demonstrate to WDC's satisfaction that the site is deliverable within two weeks, WDC will have to consider compulsory purchase powers. **ACTION: Clerk to draft a response.**

076 Cllr Robinson raised the issue of 20/02905/LB. The Clerk didn't think he received a notification. Cllr Robinson stated that he doesn't believe there is an issue with the application, but was curious as to why the Council wasn't notified. **ACTION: Clerk to make enquiries with the planning officer.**

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NEW AGENDA ITEMS

077 The **Council resolved** to approve the Zurich Insurance Policy for a 5-year period at an annual premium of £820.36 subject to premium not being increased due to claims. The Clerk confirmed that £10,000,000 is the standard public liability for the Council's level of cover. Reducing the liability insurance to £5,000,000 does not reduce the premium.

The Clerk believes that if a streetlight is damaged/destroyed then the full cost of repair/replacement is covered by the insurance based on an invoice or quote.

COUNCILLOR REPORTS & FUTURE AGENDA ITEMS

078 Cllr Smith reported that on most mornings something is being burned at Froglands Farm. **ACTION: Clerk to write a letter.**

079 Cllr Smith reported that she had an excellent meeting B Barnes about issues in the parish.

080 Cllr Smith reported that she has collected photos of people in front of their homes during lockdown. It was suggested that these photos could be included in the new parish website.

081 Cllr Carr stated that drone footage of Cleeve Prior will continue to take place to be used on the new parish website. Cllrs should soon be contacted for further proofing.

082 **DATE AND VENUE OF NEXT MEETING:** 7:30 on 14 June 20219 at the War Memorial Village Hall, Cleeve Prior.

083 Meeting closed at 9:00pm.

Signed _____ Date 14th June 2021

OPEN QUESTION TIME NOTES

A. A parishioner thought the police would be present.

   Cllr Wilson stated that the police are not coming to the meeting.

B. A parishioner commented that D Andrew's plot has Johnson's living on it. 14 teenagers are thought to be occasionally living in the caravan.

C. Several landowners of plots on the Evesham Rd Traveller Site received H Peachey's letter dated 05.05.21. Four of these landowners expressed displeasure at the content of the letter.

D. WDC Cllr Lasota proposed holding a meeting between Travellers and H Peachey to which CPPC would be invited.

E. Cllr Wilson made it clear that the CPPC cannot get involved in the details of the negotiations. CPPC is a S106 signatory and will focus on how the CPO land is used as part of the development.

Minutes prepared by Sean Arble, Clerk to the Council, on 13.05.21.