

Minutes of the meeting held 14 June 2021, War Memorial Hall, Cleeve Prior

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

In Attendance: Sean Arble (Clerk) & WDC Cllr R Lasota

084 Apologies received from Cllr Ian Robinson.

085 No interests declared.

086 No dispensations requested.

087 The **Council resolved** to approve the **MINUTES** of the meeting held 10 May 2021, War Memorial Hall, Cleeve Prior. Cllr Smith stated that she requested minute 078 to be removed from the minutes. The Clerk stated that Cllr Smith did report this issue mentioned in minute 078. The Minutes were approved without amendment.

FINANCE

088 The Payment Schedule was approved.

| Ref | Payee | Details | Net | VAT | Total | Paid on 14.06.21 unless otherwise noted |
|-----|-----------------|--|------------------|----------------|------------------|---|
| 23 | 1&1 | June website | £15.00 | £3.00 | £18.00 | 19.06.21 |
| 24 | N Lane | May Lengthsman | £135.00 | £0.00 | £135.00 | |
| 25 | SSE | April electric | £8.38 | £0.41 | £8.79 | |
| 26 | SSE | April electric | £22.37 | £1.11 | £23.48 | |
| 27 | SSE | April electric | £9.96 | £0.49 | £10.45 | |
| 28 | SSE | May electric | £21.38 | £1.06 | £22.44 | |
| 29 | SSE | May electric | £9.02 | £0.45 | £9.47 | |
| 30 | SSE | May electric | £7.43 | £0.37 | £7.80 | |
| 31 | Zurich | 2021-22 Insurance | £820.36 | £0.00 | £820.36 | |
| 32 | S Arble | May wage | £484.36 | £0.00 | £484.36 | |
| 33 | S Arble | May expenses | £22.91 | £0.58 | £23.49 | £507.85 |
| 34 | Limebridge | Oct 2020 cut x2 | £590.00 | £118.00 | £708.00 | |
| 35 | Limebridge | May 21 cut x2 | £685.00 | £137.00 | £822.00 | |
| 36 | CPHT | Diesel for parish wharf maintenance | £50.00 | £0.00 | £50.00 | |
| 37 | Play Inspection | Inspect the playground | £100.00 | £20.00 | £120.00 | |
| | | | | | | |
| | TOTAL | | £2,981.17 | £282.47 | £3,263.64 | |

WFS

The May 2021 Finance Report was noted. The Council thanked Cllr Robinson and the Clerk for creating the new system. **ACTION: Hold a finance meeting to discuss the trend of the budget.**
ACTION: Clerk to forward copy bank statements to cllrs.

| | |
|-------------------------|-------------------|
| Current Account Balance | £7,805.43 |
| Deposit Account Balance | £48,153.34 |
| Unpresented cheques | £0.00 |
| Status of Accounts | <u>£55,958.77</u> |

Box 2

| | |
|---|-----------|
| Opening Balance Current Account | £9,721.47 |
| Add receipts from the period | £0.00 |
| Less payments for the period | £1,916.04 |
| Uncleared Payments for previous periods | |
| Status of the Current Account | £7,805.43 |

Box 3

| | |
|---|-------------------|
| Opening Balance Deposit Account | £50,043.89 |
| Add receipts from the period | £0.42 |
| Less payments for the period | -£1,890.97 |
| Uncleared Payments for previous periods | |
| Status of the Deposit Account | <u>£48,153.34</u> |

090

The **Council resolved** to complete Section 1 of the 2021 Annual Governance Statement with positive responses with the exception of #9; this is not applicable because the Council does not have a trust fund.

The **Council resolved** to approve Section 2 of the 2021 Annual Governance Statement without amendments. Cllr Solomon raised the issue of the Memorial Hall value. The Clerk explained that according to the External Auditor, the Memorial Hall should have had a constant value of £0 on the Annual Return. In an effort to make the Annual Return more consistent from year to year, the External Auditor stated that the value listed in 2009 should remain constant on future Annual Returns. The Clerk further explained that whatever the value of the Hall, it is not connected to the Annual Return.
ACTION: The Clerk to request clarification from Cllr Robinson regarding the ownership of the Memorial Hall.

PROGRESS REPORTS

- 092 The bus shelter base was installed; the verge was re-seeded and tree removed. The Council will need to discuss options for a new bus shelter.
- 093 Kingsmoor Farm quoted £200 plus VAT to dig the grip and expose the outlet culvert on Hoden Lane. There is a broadband/telephone cable buried in the area which may create additional work if exposed. **ACTION: Clerk to contact H Stock and request she clear the ditch adjacent to the land she rents off Hoden Lane. Cllr Smith is to forward H Stock's phone number if she has it.**
- 094 K Joynes will be leaving Higgs & Sons as of 16.06.21. Claire Hamlin has been appointed the new solicitor for the CPPC file. On 06.06.21 the Clerk provided K Joynes with an update on the Evesham Rd development, including a copy of the H Peachey 05.05.21 letter.
- 095 Cllr Robinson reported that the steps leading to the river at the wharf are now repaired and safe in accordance with the risk assessment.
- 096 The Clerk requested S Price to provide a caravan delivery date and deliver flyers to affected household along the caravan delivery route. The delivery date isn't set.
- 097 The police drop-in schedule was posted on the website and noticeboard.
- 098 There is a scheduled meeting with J Campion at the Memorial Hall on 07.07.21 at 2:30pm.
- 099 Public Question Time was not held due to no members of the public being present. notes at the end of the Minutes.
- 100 WDC Cllr R Lasota Report:
- A. There have been issues with the hedge at #8 Evesham Rd being torn out. Trying to set up a watch group to capture incidents on camera. Hopes Rooftop will install cameras along Evesham Rd.
 - B. More fly-tipping on the Traveller Site; WDC and the police are aware of the situation.
 - C. A marquee was erected on the CPO land for a meeting and a large party.
 - D. Operation Snap allows the public to submit digital footage to secure prosecutions. Cllr Lasota recommends the Council install CCTV.
 - E. Cricket Match may need to be delayed due to extended Covid restrictions.
 - F. The land where the packing shed application was refused was sold.

CLERK'S UPDATE

Correspondence for Consideration (not otherwise noted)

- 101 Although no sites are scheduled for Cleeve Prior, Cllr Wilson will investigate the possibility of responding to the Traveller & Travelling Showpeople Site Allocations DPD Revised Preferred Options. Cllr Smith noted that Traveller sites should be within 800 metres of villages.
- 102 **ACTION: Cllr Wilson will speak with T Bourne as a response to his 07.06.21 email RE the verges on Hoden Lane.**

Tabled Correspondence (not otherwise noted): None

Correspondence sent (not otherwise noted): None

REPORTED ISSUES: On 07.06.21 the Clerk reported the faulty street light near the school to EON.

PLANNING

In a 07.06.21 email, H Peachey stated that there was an extension granted on the two-week deadline regarding the Evesham Rd development. Apparently, a few landowners signed the S106 Agreement, but one landowner died so the S106 will need to be updated.

In a 11.05.21 email WDC stated that CPPC was consulted RE 20/02905/LB. The Clerk can find no record of this email. As reported last month, the application was approved.

NEW MOTIONS FOR COUNCIL CONSIDERATION

The Council discussed the 2021 playground inspection report. No items were identified as higher than low risk. **ACTION: Cllr Wilson will form a working party to address some of the issues raised and include a note in the next Newsletter.**

CLLR REPORTS AND FUTURE AGENDA ITEMS

Cllr Mellor delayed the village gates project due to other financial implications. **ACTION: Cllr Mellor to email an update to the cllrs.**

Cllr Mellor plans to visit Davis & Sons to enquire about lumber for the playground fence. There are some safeguarding issues the school may pursue which may require the gate to be locked at certain times.

Cllr Smith reported that a parishioner was disappointed that he had been reported to RSPCA for tethering their horse. The RSPCA did visit and found no safety issues for the horse.

Cllr Smith reported that one parishioner volunteered to help with village improvements.

ACTION: Clerk to include a note in the Newsletter which reminds parishioners to keep foliage and rubbish bins clear of pavements/footways.

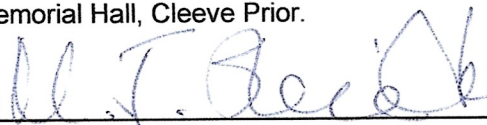
Cllr Wilson offered his apologies for the July meeting.

Cllr Mellor offered his apologies for the July meeting.

The meeting closed at 9:15pm.

DATE AND VENUE OF NEXT SCHEDULED MEETING: 7:30pm on 12 July 2021 at War Memorial Hall, Cleeve Prior.

Signed

 Date 12.7.21

Notes of Public Question Time - None