Minutes of the meeting held 13 December 2021, War Memorial Hall, Cleeve Prior

Present: Councillors: Mary J Smith, Peter Wilson (Chairman), Kevin Mellor, Doug Carr, Ron Solomon and Ian Robinson

In Attendance: No members of the public, T Rowley (WDC Cllr) & Sean Arble (Clerk)

251 No apologies received.

252 No interests declared.

253 No dispensations requested.

254 The **Council resolved** to approve the **MINUTES** of the meeting held 8 November 2021 at War Memorial Hall, Cleeve Prior.

FINANCE

255 The Council resolved to approve the payment schedule.

Ref		Payee	Details	Net	VAT	Total		Paid on 13.12.21 unless otherwise noted
73		N Lane	November Lengthsman	£225.00	£0.00	£225.00		
74		S Arble	November wage	£484.36	£0.00	£484.36		
75		S Arble	November expenses	£40.90	£0.58	£41.49		
76		M Smith	Chair Allowance	£30.00	£0.00	£30.00		
77		SSE	Aug Electicity	£9.33	£0.46	£9.79		
78		SSE	Aug Electricity	£25.57	£1.27	£26.84		
79		SSE	Aug Electricity	£7.90	£0.39	£8.29		
80		SSE	Sept Electricity	£7.90	£0.39	£8.29		
81		SSE	Sept Electricity	£25.57	£1.27	£26.84		
82		SSE	Sept Electricity	£9.33	£0.46	£9.79		
83		SSE	Nov Electricity	£7.90	£0.39	£8.29		
84		SSE	Nov Electricity	£27.13	£1.35	£28.48		
85		SSE	Nov Electricity	£9.33	£0.46	£9.79		
86		Limebridge	Sept grass & weed spray x2	£700.00	£140.00	£840.00		
86a		CPPC	Limebridge Credit for 2020 overcharge	-£354.00	£0.00	-£354.00		
87		Limebridge	Oct grass x2	£610.00	£122.00	£732.00		
88		CPHT	Grant	£1,500.00	£0.00	£1,500.00		
89		I Robinson	Parish Wharf repair materials	£116.16	£0.00	£116.16		
90		1&1	November website	£15.00	£3.00	£18.00		19.12.21
91		1&1	October website & domain name	£24.99	£4.00	£29.99		23.11.21
		TOTAL		**£3,522.37**	**£276.02**	**£3,799.40**		

256 **ACTION: Clerk to request Limebridge to notify the Clerk when the grass is cut.**

257 It was confirmed that bank statements reconcile with the November 2021 Finance Report. The total Council funds are £56,831.77.

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258 The Council resolved to approve the 2022-23 Budget. The highlights include

a. 2% precept increase from £22,000 to £22,440.
b. £15,000 in playground replacement reserve.
c. £15,000 in legal fees reserve.
d. £4000 Platinum Jubilee Celebration reserve
e. £5856 grass cutting

PROGRESS REPORTS

259 On 06.12.21 H Peachey reported that she had no update on Evesham Rd update. There was a discussion about the correct WDC officer to offer an update. The Clerk responded that H Peachey has been directly involved with the application since its inception and seems to have a good grasp of the situation.

260 Cllr Robinson reported that WCC inspected the potential mobility scooter ramp site on 538(B).

261 P Croke (CP 1st School Executive Head) confirmed that the Council has permission to use the school playing field and utilities for the planned Queen's Platinum Jubilee celebration on 2 through 5 Jube 2022.

262 The Clerk confirmed that Queen's Platinum Jubilee celebration is insured for up to 500 people if risk assessment is in place.

263 L Gayton of Severn Trent reported that the ecology report emphasized a high risk of disturbing Great Crested Newts. Therefore, the Quarry Lane improvement project has been scheduled for March 2022 when the risk of Newt disturbance is lessened.

264 The Clerk responded to the parishioner concerned about footpath lights on Main St coming on too late in the morning. The lights are part-night, which means they come on at dusk until ~12:00am, then turn off, then come on again at dawn. To alter the times would require replacing the photo cells. The clock change should resolve the issue for this time of year. The parishioner suggested that the same system should have been offered for the lights in The Close.

265 The Froglands Lane Verge & Pond plan was emailed to Ms Aantaa-Collier of Wilkes on 09.11.21. She will do a preliminary investigation and report back with a recommendation. **ACTION: Clerk to request a progress report.**

266 The Clerk emailed the Queen's Green Canopy information to the Millennium Green Trust.

267 On 18.11.21 B Barnes (WCC Highways officer) conformed that WDC do not have powers to prosecute or prevent people parking on highway verges. The policy is to request people not to park on the verges and that these people may be liable for repairs if deemed necessary. If a sightline were to be obstructed which caused danger, the police may consider other offences.

268 The Clerk placed the bus shelter order. Cllr Solomon reported that the bus shelter is permitted development and therefore doesn't require planning permission. The Clerk requested B Barnes to investigate if a street furniture license is required.

269 The meeting wasn't adjourned for Public Question Time due to no members of the public being present.

270 WDC Cllr T Rowley Report:

a. Was asked to cover the Littletons Ward until the election.

b. Apologized for missing previous two meetings.

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c. There were no issues involving Cleeve Prior at the 09.12.21 Planning Committee Meeting.

d. WDC is aware of Evesham Rd development. He thinks it is best to quickly get on with the development. **ACTION: Will raise the issue at the next Planning Committee Meeting.**
Cllr Wilson stated that anything WDC can do to expedite the situation would be helpful.

e. WDC 5-year land bank is in surplus.

f. There is a planning enforcement action on the chalet site in North & Middle Littleton.

g. Cllr Robinson asked about the 6-9 pitches in Middle Littleton just past the Cleeve Prior cross roads.

h. Cllr Robinson asked about the 10 acres cleared in Aldington near the train tracks.

i. The SWD Preferred Options will be published in July 2022.

CLERK'S UPDATE

271 Correspondence for Consideration (not otherwise noted): none.

Tabled Correspondence (not otherwise noted):

272 Mr G Latham resigned his seat as a member of the Council. The Clerk posted a Notice of Vacancy on the website and noticeboard. WDC will contact the Clerk after 30.12.21 to report if an election has been called.

As instructed, the Clerk emailed a co-option application to D. Millimono.

273 26.11.212 Sovereign Play email RE quote for school play area. **ACTION: Forward the quote to Cllr Mellor.**

274 WCC Cllr Adams 18.11.21 email RE targeting knife and drug crime.

275 A Saunders Footpath update:

CP578(C) two kissing gates installed to replace broken stiles
CP585(C) two new ditch crossings installed to replace damaged crossings
CP590(C) two new ditch crossings installed to replace damaged crossings plus pedestrian gates
CP577(C) /572(B) pedestrian gate replaced with a kissing gate and a new ditch crossing installed
Several new waymark posts installed

This work was carried out by a working party from the Evesham Rambling Club assisted by A Saunders & T Carr. The identified works are now complete.

The Evesham Ramblers Club will be launching (mid-December) a waymarked circular walk which covers Offenham/Cleeve Prior/Littletons. The walk details will be accessed by a QR code on the Unique waymark discs or by a leaflet which will be distributed.

ACTION: Cllr Wilson to ask T Carr to draft an item for the Newsletter.
ACTION: Cllr Wilson to draft a thank you letter for A Saunders.

276 WCC Adams 15.11.21 email RE Nottingham Knockers - information request for CCTV.

277 Correspondence sent (not otherwise noted): none.

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Reported Issues:

278 Haywood Way kerb stone: 1157136

279 Dingley Dell, Froglands Lane drain blocked: 1157016

PLANNING

280 21/02529/HP – Orchard Lodge, Main St: using delegated powers to the Clerk, the **Council resolved** not to object to this application.

281 WDC approved 21/02270/HP – the Council had no objection to this application.

NEW MOTIONS FOR COUNCIL CONSIDERATION

282 The **Council resolved** to financially support the Queen's Platinum Jubilee celebrations scheduled for 3&4 June 2022. Based on an initial £4672.50 plus VAT quote, the **Council further resolved** to pay a 15% deposit. There is £4000 ring fenced in the 2022-23 budget for the event. Up to £3100 of other funds may be available for the event.
ACTION: Cllr Smith to obtain a new quote for fewer people.
ACTION: The Clerk to request pandemic insurance quote.

CLLR REPORTS AND FUTURE AGENDA ITEMS

283 Cllr Robinson reported that M Heelis' car was hit again a few weeks ago. M Heelis asked if the space near the bus stop between Froglands and West End could be used for parking. **ACTION: Clerk to ask A Adams if suggested space could be used for parking.**

284 Cllr Carr reported that once the parish website is moved to a partitioned part of server cllrs can access it with a password. Cllr Wilson stated that the long term should be to use an independent server.

285 Cllr Carr reported that a parishioner wanted to know if the Millennium Green could be dog proofed. Cllr Robinson stated that the parishioner should make enquiries with the Trust.

286 Cllr Carr reported that a parishioner wanted to know if it possible to add more footway lighting in the parish. Cllr Wilson stated that the parishioner should describe the specific need in a note written to the Clerk.

287 Cllr Smith reported that boys with large dogs are roaming the parish. The police are aware of the situation. **ACTION: Clerk to add note in parish magazine about keeping dogs on leashes while walking them in public.**

288 Cllr Mellor reported that Heritage Trust Deed and solicitor invoice will be formally sent to the Clerk. The Clerk confirmed that had not received either document.

289 Cllr Mellor reported that the revised school fence & timber quote is £1035 plus VAT. The Council approved an expense of £1850 for this item. A payment will need to be made between meetings to order the supplies prior to delivery.
ACTION: Clerk to request £500 grant from WCC Cllr Adams.
ACTION: Clerk to request permission to enter the land to erect the new fence.

290 **ACTION: Request update from B Barnes about parish gates.**

291 The meeting closed at 9:05pm.

292 **DATE AND VENUE OF NEXT SCHEDULED MEETING:** 7:30pm on 10 January 2022 at War Memorial Hall, Cleeve Prior.

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Signed_____ Date 10 JAN 2022

OPEN FORUM NOTES - none

Minutes prepared by S Arble, Clerk to the Council, 10.01.21.