


Minutes of the meeting held 9 May 2022 at War Memorial Hall, Cleeve Prior

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- Present: Councillors: Ron Solomon, Mary J Smith, Peter Wilson, Kevin Mellor & Doug Carr
- In Attendance: S Arble (Clerk), ten members of the public, District Councillor H Robson & WCC Cllr A Adams
- 048 Cllr Wilson was elected Chairman.
- 049 Apologies received from Cllr Ian Robinson.
- 050 Cllr Smith was elected Vice-Chairman.
- 051 No interests declared.
- 052 No dispensations requested.
- 053 Standing Orders were noted.
- 054 Adopted provisions relating to the Clerk and Financial Regulations were noted.
- 055 The Code of Conduct was noted.
- 056 The Clerk's Scheme of Planning Delegation was noted. The **Council resolved** to appoint all cllrs as members of the delegation.
- 057 The 2022-23 Budget, Financial Regulations and 2020 Risk Assessment were noted.
- 058 Memorial Hall deeds and CPO registration documents are stored at Hall Reynolds Solicitors in Bidford on Avon.
- 059 The Clerk's Finance Support Group was noted. The **Council resolved** to appoint Cllrs Robinson & Mellor as members of the group. The current signatories on the bank account are **Cllrs Smith, Wilson & Robinson**.
- 060 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.
- 061 The Chairman's £300 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.
- 062 The Asset Register was noted.
- 063 The insurance policy was noted. There is a 5-year policy in place which expires June 2026.
- 064 The **Council resolved** to make appointments to the following posts:
- A. **Allotment Officer:** Issues to be considered as they arise.
 - B. **Perkins Educational Foundation:** Mrs S Robinson was confirmed.
 - C. **Two CALC Area Representatives:** Issues to be considered as they arise
 - D. **War Memorial Hall Management Committee Rep:** Cllr Robinson
 - E. **Council Web Manager:** The Clerk
 - F. **Parish Paths Warden:** A Saunders with assistance from Mr T Carr.
 - G. **ASB WP:** Issues to be dealt with as the arise
 - H. **NDP WP:** Cllr Wilson
 - I. **S106 & NHB WP:** Cllr Solomon
 - J. **CP Projects WP:** Cllr Robinson
 - K. **Parish Wharf:** Cllr Robinson
 - L. **Community Action Group:** Cllr Wilson
 - M. **Heritage Trust Liaison:** Cllr Mellor
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- N. **School Playground Liaison:** Cllr Mellor
 O. **Millennium Green Trust Liaison:** Cllr Robinson

065 The Council resolved to approve the **MINUTES** of the meeting held 11 April 2022, War Memorial Hall, Cleeve Prior.

FINANCE

066 The Council resolved to approve the payment schedule. Cllr Solomon noted the Council defaulted on a direct debit charge which is a source of embarrassment and added work.
ACTION: Clerk to make enquiries about an overdraft facility.

Ref	Payee	Details	Net	VAT	Total	Paid on 09.05.22 unless otherwise noted
9	N Lane	April Lengthsman	£135.00	£0.00	£135.00	
10	S Arble	April Wage	£484.36	£0.00	£484.36	
11	S Arble	April Expenses	£29.00	£0.00	£29.00	
12	P Wilson	Print Flyers	£35.98	£0.00	£35.98	
13	JS & MJ Arkell	Used Garden Equipment	£150.00	£0.00	£150.00	
14	WCALC	Yearly Dues	£327.27	£58.47	£385.74	
15	Zurich	2022-23 Insurance	£942.00	£0.00	£942.00	
	TOTAL		£2,103.61	£58.47	£2,162.08	

067 The Council noted the April 2022 Finance Report emailed 08.05.22. There is a combined sum of £62,130.53 in the bank accounts.

068 The Internal Auditor is conducting an audit. The AGAR must be approved by 30 June 2022 and is due with the External Auditor on 29.07.22.

069 WCC Cllr Report:

- A. Use one network for road closure information
- B. Ramp access project off Main St moved to Infrastructure Team
- C. WCC Property Department owns the road behind the houses on Evesham Rd; discussions are taking place as to how the road should be maintained
- D. Divisional Grant for Jubilee Celebration is due very soon

070 WCC Cllr Report

- A. Evesham Ramblers 3rd walk covers Cleeve Prior; WDC Cllr Robson handed out flyers to cllrs
- B. For those who use Direct Debit, WDC is dispersing the Energy Rebate this week
- C. SWDP is delayed
- D. Annual WDC Meeting to take place in May.

PROGRESS REPORTS

071 Froglands Lane Verge & Pond: The Clerk contacted Harrison Clark Rickerbys to investigate this matter. B Thomas stated that the Real Estate team will respond in due course.

072

Mr D Rahal attended the meeting and gave a report.

- A. 18 legally binding agreements on 2-year options; three properties not yet signed to an agreement, but may yet sign on.
- B. Can continue with the development without all the owners signed to agreements.
- C. More reports are necessary.
- D. Amplified Outline Application is expected to be submitted by mid-June. Application will include all the detailed application information. Intends to include CPO Land in the application.

A parishioner asked about the possibility of a Compulsory Purchase of the plots not signed to an agreement. Cllr Smith responded that it was at least an 18-month process if approved by WDC. Mr Rahal stated that he doesn't have enough time to pursue that route.

073

The 2021-22 Lengthsman contract was signed and returned.

074

Hoden Lane Grip: Cllr Smith reported that M Rawlings is trying to make arrangements prior to digging the grip.

075

The bollards at PROW 503/B4015 junction were installed.

076

The Clerk requested a quote from Limebridge RE the grass at the 1st School play equipment area.

Cllr Mellor reported that there is now access to play area for equipment up to for 1.8 metres in width.

Cllr Mellor reported that the school is interested in a quote for the entire field. **ACTION: Clerk to request a full quote from Limebridge.**

077

Legacy Grant: N Thornton confirmed that the application and a report was written. This report was circulated for comment ahead of the May Panel meeting. She will come back to the Council if needed. Support letters received from The Millennium Green Trust, Heritage Trust and WDC Cllr H Robson.

Cllr Mellor reported 19% parish feedback response and support letters received from The Millennium Green Trust, Heritage Trust and WDC Cllr H Robson.

078

Quarry Lane Repairs: Permission to close off the track will go live in eight weeks; ~week commencing 04.07.22. The Council will be notified 14 days prior to work commencing and sent a programme of works.

079

Cllr Mellor reported that the new playground equipment installation started on 09.05.22 and should be finished next week.

080

The Council website was down for about a week due to failure of payment to IONOS. The Clerk called IONOS on 26 April to address the issue and expected the website to be up again by 29.04.22. After returning from holiday, the Clerk found the website wasn't live and called to make payment using a personal credit card. The site went live on 03.05.22.

ACTION: Clerk to write a letter to IONOS expressing dissatisfaction with the service.

081

SWDP will not be published for consultation in July as scheduled. More time is required to finalise the infrastructure Delivery Plan.

082

The Clerk responded to S Duncan giving Council permission to place a small skip on The Green outside her cottage door.

083

Cllr Wilson prepared a Lengthsman/Handyman Report emailed to cllrs on 04.05.22.
ACTION: Cllrs Wilson, Smith and Solomon will meet and make proposals to the Council

084

The meeting was adjourned briefly for Public Question Time, but no comments or questions were volunteered.



CLERK'S UPDATE

- 085 Correspondence for Consideration (not otherwise noted): None
Tabled Correspondence (not otherwise noted)
- 086 CC S Hinsley 20.04.22 email RE pre-application by D Rahal; concerns about land in the middle of the property
- 087 Litter pick support at [Adopt a Street - Wychavon District Council](#)
WDC Cllr Robson stated that the Green Party clean-up is due to be scheduled and Cleeve Prior is the target. **ACTION: Cllr Wilson to liaise with Cllr Robson.**
- 088 WCC holds signed Council minutes from 1894-1958. It is possible to view these records during opening times without an appointment. **ACTION: Cllr Wilson will pursue the matter in the hopes of finding information on what was happening in 1952 as part of the Queen's Platinum Jubilee Celebration.**

PLANNING

- 089 The **Council resolved** not to object to W/22/00870/CU – Suncourt conversion of existing games room to holiday let. The Council does have concerns which include:
- A. High hedge will create visibility issues when exiting the property
 - B. Prefer downlighting to avoid light pollution for neighbours
 - C. Concern about excessive water use due to proposed four en-suite rooms
 - D. Property should be for short-term let; not for long-term local employment let.

NEW AGENDA ITEMS

- 090 Due to excessive inflation, the **Council resolved** to approve a 5% surcharge for the 2022 mowing contract. However, should inflation fall, the Council expects the surcharge to be removed. The fee per cut £320.25 plus VAT.

COUNCILLOR REPORTS & FUTURE AGENDA ITEMS

- 091 Cllr Carr reported that the parish website is now stable. Seeking cllr input via a new WhatsApp group. Will discuss a future URL with the Clerk.
- 092 Cllr Mellor raised the possibility of using an allotment plot for a compost heap to be used by the Lengthsman. There are a few unused plots. **ACTION: Clerk to contact WDC about the use of allotments; WDC Cllr Robson to help liaise. ACTION: Cllr Smith to speak with a few plot holders to see if they are willing to give up unused plots.**
- 093 Cllr Mellor raised the issue of household waste water in the Quarry Lane ditch by the bridge. Cllr Wilson stated the issue has been chased. The Clerk added that two properties replumbed their washing machines after a WCC Regulatory Services investigation. Further investigation was fruitless. The Clerk reported the matter to Environmental Services.
- 094 Cllr Smith reported that over 100 tickets for the Queen's Celebrations were sold. Maximum 150 can attend for dinner. The school employees have been very helpful with event logistics.

Cllr Mellor provided a reconciliation of the Queens Platinum Jubilee Grant. The original grant was for £500 to cover various expenses. As of 09.05.22:

£505.84 was spent on various items.

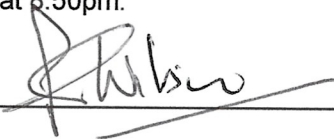
There have been receipts of £1725.00 in ticket sales and a donation of £467.70 from the Residents Association.

There is currently £2186.86 in the grant fund.



095 **DATE AND VENUE OF NEXT MEETING:** 7:30 on 13 June 2022 at the War Memorial Village Hall, Cleeve Prior.

096 Meeting closed at 8:50pm.

Signed  Date 13th June 2022

OPEN QUESTION TIME NOTES - none

Minutes prepared by Sean Arble, Clerk to the Council, on 13.05.22.