

**Minutes of the meeting held 13 June 2022, War Memorial Hall, Cleeve Prior**

Present: Councillors: Mary J Smith, Peter Wilson (Chairman), Donna Millimono, Kevin Mellor, Doug Carr & Ian Robinson

In Attendance: four members of the public, WDC Cllr H Robson & Sean Arble (Clerk).

097 Apologies received from Cllr Ron Solomon.

098 Cllr Millimono declared a pecuniary interest in minute 122 – planning application W/22/01121/FUL

099 No dispensations requested.

100 The **Council resolved** to approve the **MINUTES** of the 9 May 2022 meeting held at War Memorial Hall, Cleeve Prior.

**FINANCE**

101 The **Council resolved** to approve the payment schedule.

References in red previously paid

Ref	Payee	Details	Net	VAT	Total	Paid on 13.06.22 unless otherwise noted
16	N Lane	May Lengthsman	£135.00	£0.00	£135.00	
17	S Arble	May Wage	£484.36	£0.00	£484.36	
18	S Arble	May Expenses	£68.56	£1.92	£70.48	
19	IONOS	June Website	£15.00	£3.00	£18.00	
20	Limebridge	Grass Cut May x2	£610.00	£122.00	£732.00	
21	Kompan	Supply & Install Play Equipment	£12,989.74	£2,597.94	£15,587.68	
22	SSE	Electricity April 22	£8.22	£0.41	£8.63	
23	SSE	"	£45.92	£2.29	£48.21	
24	SSE	"	£9.80	£0.49	£10.29	
25	Classic Marquees	Jubilee Marquee	£3,674.08	£871.50	£4,545.58	
	<b>TOTAL</b>		<b>£18,040.68</b>	<b>£3599.55</b>	<b>£21,640.23</b>	

**ACTION: Clerk to reclaim VAT.**

102 The 2022 Annual Governance Statement wasn't internally audited. The Clerk reported that the R Fletcher has not been returning phone calls/emails. Although, the Clerk has been in contact with R Fletcher regarding South Littleton PC. The Council must approve the Governance Statement by 30.06.22 for which an Emergency Meeting of the Council will need to be held. **ACTION: Clerk to continue trying to contact R Fletcher.**

103 The Council noted the May 2022 Finance Report. The accounts reconcile; the total balance as of 31.05.22 was £55,641.85. **ACTION:** Cllr Mellor will amend the report to make it more user friendly.

**PROGRESS REPORTS**

104 Evesham Rd Development: Neither Mr Rahal or the Planning Officer offered an update when requested to do so.

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- 105 Froglands Lane Verge & Pond: Harrison Clark Rickerbys offered the following: Without title to the land, the Council will need to register the land based on adverse possession. This entails demonstrating intent to occupy of the land. If the Council wishes to follow this course it will need to start maintaining the land and perhaps consider fencing it off.  
**Action: Cllrs Robinson & Smith will investigate the matter further with the aim to start maintaining the land.** The Council may consider posting a sign which states it maintains the land.
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- 106 School Playground Grass: Limebridge, M Parkinson & Kingsmoor Farm did not submit quotes. The school's contractor quoted £120.45 plus VAT per cut and collect and £87.50 plus VAT per cut. The issue will be addressed in the Lengthsman contract proposal.
- 107 The Legacy Grant application was received by WDC. Should further information be required it is due by 13 June. The Panel meets on 11 July and will pass recommendations to the Executive Board which will make the final decisions at its 27 July meeting.
- Cllr Robinson reported that because the CPPC submission was over £100,000 that WDC wanted matching funds. The application was amended to guarantee £15,000 of CIL money should it be required. This project will only go forward if the Evesham Rd development is successful and the Council therefore receives the CIL money.
- 108 S106 application for the Quarry Lane Clearance was approved by the Panel and will be considered by the Executive Board on 22 June.
- 109 Cllr Wilson thanked the Jubilee Committee Members, especially Cllrs Mellor, Smith & Robinson.
- Cllr Smith thanked all the Committee Members, the Council for hiring the marquee and others who helped. A special thanks go to Gordon Davidson and Matt Potter for going above and beyond expectations in making Friday's games.
- 110 The Litter pick held on 12.06.22 was a great success. Cllr Wilson thanked WDC Cllr Robson for organizing the event and recruiting volunteers. **ACTION: WDC Cllr will investigate if WDC still pays parish councils for litter picks.**
- 111 R Howes of WCC stated that allotments should be used for cultivation, kept and managed as allotments. WCC does not consider that using one of the plots as parish compost heap would be fulfilling the Council obligations. In 1993 .5 acres of the allotments were surrendered because the land was cultivated and kept as allotments.
- 112 The Meeting was adjourned from 7:55pm to 8:10pm for Public Question Time. Notes are at the end of the Minutes.
- 113 WCC Cllr A Adams was not present to deliver a report.
- 114 WDC Cllr H Robson report
- A. Please inform Cllr Robson if parishioners are having difficulty receiving the £150 government rebate.
- B. Traveller Site in North/Middle Littleton was refused. Severn Trent will investigate drainage suitability for this site.
- CLERK'S UPDATE**
- 115 Correspondence for Consideration (not otherwise noted): none

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Tabled Correspondence (not otherwise noted):

116 Perkins Trust Awards Notice posted on Council website.  
**ACTION: Clerk to include this information in the Council News update and request M Langmead to post on the village Facebook page.**

117 Correspondence sent (not otherwise noted): none

Reported Issues:

118 #1287151 – leaning street sign on Hoden Lane/Main St.

119 The Clerk is concerned about data collection for Cleeve Prior Support Group. The group hasn't been active since late 2020 and the Clerk believes he should delete the data of these group members.  
**ACTION: Cllr Wilson will confirm with S Robinson RE disbanding the Cleeve Prior Support Group WhatsApp Group and deleting data of those members.**

120 Officer M Beards arranged for the Inspector to attend the 16.06.22 drop-in session at 7:00pm. Cllrs Robinson and Carr intend to attend.  
**ACTION: Cllr Robinson will inform M Rawlings.**

121 On 31.05.22 the Clerk confirmed with The Circuit that a defibrillator status check was conducted on 09.05.22.

122 The Clerk gave his one month notice of resignation on 10.06.22.

#### PLANNING


123 Cllr Millimono excused herself from the meeting. The **Council resolved** not to object to planning application W/22/01121/FUL, however, will submit the following comments:

- A. This planning application is in the middle of the Cleeve Prior Conservation Area and involves listed buildings. It is difficult to gain a full understanding of the application without visiting the site. The Council hopes that the Planning and Conservations Officers will make a site visit prior to the Officer's recommendation to the Planning Committee. Immediate neighbours have made a number of objections in the two categories of noise and privacy and the Parish Council is in sympathy with them on these matters.
- B. There are privacy issues which can be remedied by modifications to design. Some proposed windows will overlook the Old Cider Mill and Brewer's Cottage Garden. It may be possible to resolve these privacy issues by using obscured windows. A proposed skylight will look directly into Brewer's Cottage.
- C. Re-siting the chiller and heating units will create added noise for the owners of the Old Cider Mill and Brewer's Cottage. These units were originally moved to their current locations to mitigate this issue. The Parish Council would wish to see steps taken to suppress any increased noise nuisance.
- D. The Parish Council suggests the planning officer read the neighbours' comments for details of points 2 and 3 above.

#### NEW MOTIONS FOR COUNCIL CONSIDERATION

124 Some cllrs believed there were government guidelines preventing the increase of electricity rates by more than 100%. **ACTION: Clerk to contact the SSE and make enquiries.**

125 The Council briefly discussed the situation of vacant lots in the parish including the one lot next door to the Kings Arms. Given the high asking price, the Council didn't think it was in a position to act.

  
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126 Concerning the Lengthsman's contract and extra jobs the Nick Lane can perform. The Council resolved the following:

- A. The Lengthsman's monthly hours to be increased from 9 to 10.
- B. Nick Lane can perform extra tasks that will be managed by the Clerk. Included in these tasks will be cutting the school playground grass.  
**ACTION: Cllr Wilson to discuss the matter with Mr Lane.**

**CLLR REPORTS AND FUTURE AGENDA ITEMS**

127 Cllr Robinson reported that due to planned Severn Trent sewage works the Quarry Lane work will be postponed until 2023.

128 Cllr Robinson reported that the mobile phone working party now has Cllrs Millimono & Carr, P Turner and C Edwards.

129 Cllr Robinson requested Cllr Carr to add the Cleeve Prior Chroniclers website information to the new Parish website.

130 Cllr Carr will request details of local businesses in the parish magazine.

131 Cllr Mellor reported the new play equipment was inspected and one minor piece needs to be installed.

Requested a quote for the adult swing and chains.

132 Cllr Smith reported that the Jubilee celebrations were a triumph.

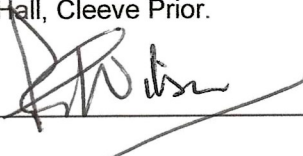
- A. 152 tickets sold.
- B. Thanked all Committee members.
- C. Purchased gifts for a few key contributors.
- D. Requested photos from various attendees for souvenir brochure.

133 Cllr Robinson reported that the Memorial Hall bar made a profit of about £300 from Jubilee.

134 Cllr Mellor reported that profit on wine pre-sales and surplus of wine were given to the Memorial Hall. A final accounting will be presented to the Council at a later date.

135 The meeting closed at 9:15pm.

136 **DATE AND VENUE OF NEXT SCHEDULED MEETING:** 7:30pm on 11 July 2022 at War Memorial Hall, Cleeve Prior.

Signed  Date 11 July 2022

**OPEN FORUM NOTES**

- A. Two near neighbours of the Kings Arms discussed their W/22/01121/FUL objections. Both parishioners were concerned about loss of privacy and added noise levels. The Council received their objections in advance of the meeting. Part of the discussions included possibly moving the Kings Arms garden to back wall and increasing spaces with a slightly amended plan.
- C. A parishioner was concerned about poor tree management in the parish. Cllr Wilson requested specific information re the trees. When the information is received the Council will take appropriate action.



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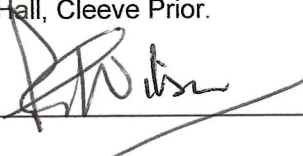
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