

Minutes of the meeting held 11th July 2022, War Memorial Hall, Cleeve Prior

Present: Councillors Mary J Smith, Peter Wilson (Chair), Ian Robinso, Kevin Mellor, Doug Carr, Donna Millimono.

In attendance – Eight members of the public

- 137 Apologies received from Cllr. H.Robson.
- 138 There were no declarations of interest.
- 139 There were no dispensations requested.
- 140 The Council resolved to approve the minutes of the 13th June meeting held at The War Memorial Hall, Cleeve Prior .

FINANCE

- 141 The Council resolved to approve the payment schedule

Ref	Payee	Details	Net	VAT	Total	Paid on 11.07.22 unless otherwise noted
26	N Lane	May Lengthsman	£135.00	£0.00	£135.00	
27	S Arble	June Wage	£484.36	£0.00	£484.36	
28	S Arble	June Expenses	£48.98	£4.00	£52.98	
29	IONOS	July Website	£15.00	£3.00	£18.00	
30	Limebridge	Grass Cut June x2	£610.00	£122.00	£732.00	
31	SSE	Electricity May 22	£7.74	£0.38	£8.12	
32	SSE	"	£44.36	£2.21	£46.57	
33	SSE	"	£9.18	£0.45	£9.63	
34	CP Memorial	April Thru June Rent	£39.00	£0.00	£39.00	
	TOTAL		£1,393.62	£132.04	£1,525.66	

Action: Clerk to reclaim VAT

- 142 The Council noted the June 2022 finance report. Two minor spreadsheet queries were raised.

[Action: Cllrs Mellor and Robinson to investigate with the ex clerk .](#)

- 143 The Council jointly completed sections 1 and 2 of the 2022 AGAR and then voted to Submit this to the external auditor after signature by the Chairman. The ex clerk will

forward the AGAR, bank reconciliation, explanation of variances and confirmation of exercise for Public Rights, to the external auditor.

144 It was noted that the ex clerk had posted the exercise for Public Rights to the P.C. website on 10th June 2022 .

145 The ex clerk had made a VAT claim for £3945.18 which was received on 1st July 2022.

PROGRESS REPORTS.

146 Evesham Road Development. The Council has had no formal update on movements regarding this topic. Reports of surveys and soil sampling suggest that the developer is progressing.

147 Froglands Lane verge and ponds. Cllr Smith has spoken to an interested resident who will inspect the site and make comments/suggestions for conservation topics in liaison with Heritage Trust.

148 Legacy Grant Application for CPO land restoration. The WDC panel is meeting on 11th July to make recommendations to the Executive Board for decisions, on 27th July.

149 The Quarry Lane section 106 clearance grant. This has been approved by WDC. Cllr Mellor will liaise with the Heritage Trust regarding the timing of the Implementation. (Probably Autumn).

[Action: Cllr Mellor](#)

150 British Gas electricity contract. There is no option but to accept the increased terms of this contract.

151 The meeting was adjourned for 15 minutes for Public Question Time.

COUNCILLOR'S REPORTS.

152 Neither WDC or WCC councillors were present (see apologies). No reports submitted

CLERK'S UPDATE.

153 The Police Contract has been completed by Cllr Wilson, circulated to Councillors and returned to the Police.

154 An email has been received from our Community Police Team about initiating a 'Community Speedwatch' programme. Discussion ensued on the merits and potential problems of this approach. We await further contact.

155 A new Council Code of Conduct is being promoted by WDC/ Malvern Hills. After discussion it was agreed by vote that this should be adopted by the Parish Council. We will advise Malvern Hills accordingly and have the new Code published on the P.C. Website.

[Action. Cllr Wilson to advise Malvern Hills and instruct the ex clerk to modify the P.C. website.](#)

156 Outgoing Clerk. Four Councillors met with S.Arble who has resigned as Clerk. A handover procedure was agreed. It was proposed that a temporary contract with Mr.Arble be established to ensure continuity of support for a handover period of three months. This was agreed by vote. In the absence of a replacement Clerk, steps

will be taken to establish a 'clerks office' in the memorial Hall. (See minute 163).

Action: Cllr Wilson to liaise with S.Arble. Cllrs Robinson, & Mellor to establish an office space in the memorial Hall.

- 157 Boundary Commission Consultation. Cllr Robson has written to the Parish Council requesting commentary on the revised proposals from the Boundary Commission. (see 5/7/22 email). Discussion resulted in agreement that the Parish Council disapproves of being brought together in a new large ward that includes Honeybourne, Pebworth, Bickmarsh but would approve of a grouping with Offenham, The Littletons and Badsey which represent a more natural grouping. This will be reported back to Cllr Robson.

Action: Cllr Wilson to reply to Cllr Robson.

- 158 We have been advised of a new Land Drainage Officer, Mr. Liam Gormley. His contact details are Liam.Gormley@wychavon.gov

- 159 A playground inspection has been requested from 'Play Inspection'. This will probably be scheduled for August.

- 160 Incidents reported to Highways on 23rd June are: 1293171 – Blocked drain at Squirrel Cottage also 1287151 – leaning roadsign at Hoden Lane. These will be rectified in due course.

PLANNING.

- 161 W/22/01257/FUL Replacement of Garage building Hoden Lane.

The Council resolved not to object to this application however the following comments should be taken into account for any approval.

- 1) The principal objective for this application is that the building should be a like for like replacement, in terms of appearance, for the previous building destroyed by fire. This principle must apply to the actual dimensions of the proposal but particularly to the frontage. The building although not in the conservation area sits in the street view containing grade 2 listed buildings. The old garage was an old 30's building which fitted in and completed the scene of a traditional village, as per the photograph in the application. If the council agree to this planning application, we request that they stipulate that the design and materials used in the frontage replicate those sadly lost in the fire.
- 2) Full attention must be brought to the implementation of modern fire prevention and hazardous materials storage. Especially, given the proximity of neighbouring residences.
- 3) On the plan, space is designated as 'parking'. This area is common ground and cannot be reserved for storage of vehicles and waste. This must be made clear in any planning approval.

162 W/22/01355/RM Land at Hoden Lane

The Council resolved to object to this application and the following comment will accompany the objection.

- 1) The primary objection is that the proposed building land is outside the Village development boundary and is outside the requirements of the adopted Neighbourhood Plan.
- 2) The proposal is for a 'self-build'. With knowledge of the applicants and past experience, the Council does not accept this description.
- 3) The archaeological survey shows this land to have been historically agricultural. Given that the relatively new build residence of 'Long Acre' was justified on the basis of being the end of the ribbon development on Hoden lane and with adjacent stable buildings providing a 'flow through' view to countryside beyond, this proposal overrides that reasoning.
- 4) It is considered that the proposed photo voltaic arrays are inappropriate in this rural position. The 'street scene' will be scarred.

NEW MOTIONS FOR COUNCIL CONSIDERATION

163 With the resignation of the Clerk who kept Council data on his own computer, it is considered advisable for the Council to obtain its own computer. After discussion it was agreed that an H.P.laptop with mouse plus basic essential office software should be purchased at a cost not exceeding £500 for hardware and £100 for software (prices ex VAT).

[Action: Cllrs Smith & Mellor to specify requirement and procure appropriate device](#)

164 After the Jubilee Celebrations, a full financial breakdown has been provided to the Parish Council. See S.Arble email of 7th July. There remains a surplus of receipts over agreed expenditure of £ 440.06. Discussion took place on how to disperse these funds. It was agreed to donate the surplus to Cleeve Prior School P.T.A whose work in helping parents of pupils has been noted.

COUNCILLOR'S REPORTS AND FUTURE AGENDA ITEMS

165 The damage inflicted on the gates of the playing field does not warrant an insurance claim. Volunteers will re-hang the gates.

166 Cllr Carr reported that the information on the Chroniclrs website will be incorporated into the new Parish Website.

167 Cllr Carr reported that the project to investigate/improve mobile reception in the village is in a formative stage.

168 Cllr Mellor in the capacity as liaison between CPPC and Heritage Trust enquired about the annual £1500.00 grant agreed in 2021. It was agreed that a brief formal

request explaining how this would be used, should be submitted by the Heritage Trust.

Action: Cllr Mellor

169 Cllr Mellor enquired if the ex clerk had pursued Highways Department recently about the installation of the Village Gates. Cllr Wilson will follow up.

Action: Cllr Wilson

170 Cllr Smith reported on the difficulties she had had in trying to communicate the changes of email and address to Wychavon Council.

171 Cllr Smith reported that there are many trees and bushes on private property that are overhanging paths or roadways and causing obstruction. It was agreed that an article in the Village Newsletter might achieve some results before individual households were approached. Cllr Smith will submit an article.

Action Cllr Smith

172 Cllr Robinson highlighted the ongoing problem of disposal of compostable waste generated by the Lengthsman. The current suggestion is that locations should be found at each end of the Village. One of these, at the South end, could be Heritage Trust ground. They will be approached.

Action: Cllr Mellor to raise this at a Trustee meeting.

173 The meeting closed at 9.20.pm

174 Date and venue of the next scheduled meeting is 12th September 2022 at 7.30pm to be held at the War Memorial Hall, Cleve Prior.

Signed----- Date-----