

Cleeve Prior Parish Council

**Minutes of the Council Meeting Held at the Memorial Hall, Cleeve Prior
on Monday 12th December 2022**

389

Present Councillors - Peter Wilson, Chairman, Cllr. Kevin Mellor, Cllr. Ian Robinson, Cllr. Bryan Eden

In attendance - Stacey Smith, Clerk.

2 members of the public.

1	Apologies Considered for Absence – Cllr. Mary Smith																																																																														
2	<p>Register of Interests: Declarations of Interest: Members were reminded for the need to keep their register of interests updated. Members were asked to disclose any Disclosable Pecuniary or other interests in items considered and their nature.</p> <p>None.</p>																																																																														
3	<p>Acceptance of Minutes: The Minutes of the Parish Council Meeting held on Monday 14th November 2022 at the Memorial Hall, Cleeve Prior were considered and approved by the Council to be signed as a true record of the Meeting and were signed by the Chairman.</p> <p>Matters arising: Compostable Waste – New bins have been constructed at the Heritage Trust by volunteers and are now in use. Lengthsman has been informed.</p> <p>ACTION: Letter of thanks to the Chairman of the Heritage Trust</p> <p>CO-OPTION OF COUNCILLOR/S Following application, the Council approved to co-opt Mr Bryan Eden onto the Parish Council to fill one of the current vacancies. Declaration of Acceptance signed. The Parish Council welcomes him.</p>																																																																														
4	<p>FINANCIAL MATTERS</p> <p>a) Council resolved to approve the payment schedule.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;">Ref</th> <th style="text-align: center;">Payee</th> <th style="text-align: center;">Details</th> <th style="text-align: center;">Net of VAT</th> <th style="text-align: center;">VAT</th> <th style="text-align: center;">Total Inc VAT</th> <th style="text-align: center;">Status</th> <th style="text-align: center;">Payment Method</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">72</td> <td>Limebridge</td> <td>Grass Cutting</td> <td style="text-align: right;">£610.00</td> <td style="text-align: right;">£122.00</td> <td style="text-align: right;">£732.00</td> <td></td> <td></td> </tr> <tr> <td style="text-align: center;">73</td> <td>SSE</td> <td>Electricity</td> <td style="text-align: right;">£67.71</td> <td style="text-align: right;">£3.37</td> <td style="text-align: right;">£71.08</td> <td></td> <td style="text-align: center;">DD</td> </tr> <tr> <td style="text-align: center;">74</td> <td>Worcestershire CC</td> <td>Allotments</td> <td style="text-align: right;">£30.00</td> <td style="text-align: right;">£0.00</td> <td style="text-align: right;">£30.00</td> <td></td> <td style="text-align: center;">DD</td> </tr> <tr> <td style="text-align: center;">75</td> <td>IONOS</td> <td>Website</td> <td style="text-align: right;">£24.99</td> <td style="text-align: right;">£5.00</td> <td style="text-align: right;">£29.99</td> <td></td> <td style="text-align: center;">DD</td> </tr> <tr> <td style="text-align: center;">76</td> <td>Stacey Smith</td> <td>Clerk's Salary</td> <td style="text-align: right;">£528.84</td> <td style="text-align: right;">£0.00</td> <td style="text-align: right;">£528.84</td> <td></td> <td></td> </tr> <tr> <td style="text-align: center;">77</td> <td>Mill Lane Nurseries</td> <td>Hanging Baskets</td> <td style="text-align: right;">£108.55</td> <td style="text-align: right;">£0.00</td> <td style="text-align: right;">£108.55</td> <td></td> <td></td> </tr> <tr> <td style="text-align: center;">79</td> <td>Stacey Smith/Tesco Mobile</td> <td>Phone</td> <td style="text-align: right;">£15.99</td> <td style="text-align: right;">£0.00</td> <td style="text-align: right;">£15.99</td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td style="text-align: center;">Totals</td> <td style="text-align: right;">£1386.08</td> <td style="text-align: right;">£138.85</td> <td style="text-align: right;">£1516.45</td> <td></td> <td></td> </tr> </tbody> </table>							Ref	Payee	Details	Net of VAT	VAT	Total Inc VAT	Status	Payment Method	72	Limebridge	Grass Cutting	£610.00	£122.00	£732.00			73	SSE	Electricity	£67.71	£3.37	£71.08		DD	74	Worcestershire CC	Allotments	£30.00	£0.00	£30.00		DD	75	IONOS	Website	£24.99	£5.00	£29.99		DD	76	Stacey Smith	Clerk's Salary	£528.84	£0.00	£528.84			77	Mill Lane Nurseries	Hanging Baskets	£108.55	£0.00	£108.55			79	Stacey Smith/Tesco Mobile	Phone	£15.99	£0.00	£15.99					Totals	£1386.08	£138.85	£1516.45		
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- b) Reconciliation of accounts will be completed as soon as the bank statements can be accessed due to the ongoing problems with Lloyds Bank. A telephone complaint has been opened. A formal letter of complaint will also be written.

ACTION: Letter of complaint to be sent to Lloyds Bank by the Chairman.

- c) A proposed budget precept for 2023-2024 financial year has been previously circulated to Councillors via Email and will be approved at the January meeting.

ACTION: Previous internal auditor to be contacted to brief in preparation for the next audit.

5. Progress Reports

- a) Evesham Road Development – The Malvern Homes plan is now submitted in the system on the Government portal. There is a seven-week delay and fifteen weeks lead time in addition.

Cllr. Robinson proposes a meeting with WDC to discuss the additional dwellings considering the number rising from 82 to 114. It is important the Parish Council represents the village. **ACTION:** Cllr Robinson & Cllr Wilson

- b) SWDP – Acknowledgement of receipt of the Parish Council response has been received. The deadline for comments has been extended to 23rd December 2022.
c) Legacy Grant – no update
d) Quarry Lane S106 – Signage needs ordering. Invoice to be actioned.

ACTION: Cllr Robinson

6 Open Forum - No Comments

7 Councillor's Reports - Councillor Alastair Adams and District Councillors Hannah Robson not present.

8 Clerks' Updates and Correspondence

- a) Councillor resignations and co-opting to vacancies
One current vacancy, one has now been co-opted to Bryan Eden.
- b) Western Power
Trees on the school field will be pruned back from the powerlines.
- c) Streetlight replacement and insurance
Quote received from EON, £5500. Likely to be February half term or Easter.
Approved after discussion on the content and costs of the quotation.
ACTION: Clerk to obtain car registration no. from school head and submit claim for quotation amount.
ACTION: Acceptance to be sent for work to be completed.
- d) Village Website
Needs linking to hosting. Agreed that Cllr. Carr can purchase what is required and claim back.
- e) Facebook Page

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Clerk S. Smith now has admin access. Cllr. Mellor stated it has improved and is useful for communications.

- f) Online Banking
Awaiting card and PIN number for card reader.

9 **Motions for Councillors Consideration**

- a) Limebridge cost increase for next year
6.6% increase to £325 for each mow. Approved.
- b) Councillors were asked to approve rental payment of £80 per month for the use of memorial hall rooms in response to the higher running costs. Proposed by Cllr Robinson, seconded by Cllr Wilson. A vote approved the motion.

10 **Councillors Reports and Future Agenda Items.**

- a) Cllr. Mellor progressing on clearing new plot of land on Quarry Lane. Work will begin again in February.
- b) Cllr. Robinson asked that the Council use Freedom of Information act to request costs of policing in Cleeve Prior.
ACTION: Chairman to draft a request for the Clerk to dispatch.

The Meeting closed at 8.30pm

**Date and venue of next meeting is Monday 9th January 2022 at 7.30pm
The Memorial Hall, Cleeve Prior.**

Signed..... Date.....