

Cleeve Prior Parish Council

Minutes of the Council Meeting Held at the Memorial Hall, Cleeve Prior on Monday 9th January 2023

392

Present Councillors - Peter Wilson, Chairman, Cllr. Mary Smith, Vice Chair, Cllr. Kevin Mellor, Cllr. Ian Robinson, Cllr. Bryan Eden, Cllr. Douglas Carr. District Cllr. Hannah Robson.

In attendance - Stacey Smith, Clerk.

1 member of the public.

1	Apologies Considered for Absence – Cllr. Alastair Adams																																																																																							
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 12th December 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>																																																																																							
4	<p>FINANCIAL MATTERS</p> <p>a) Council resolved to approve the payment schedule.</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-bottom: 10px;"> <thead> <tr> <th style="width: 5%;">Ref</th> <th style="width: 15%;">Payee</th> <th style="width: 30%;">Details</th> <th style="width: 10%;">Net of VAT</th> <th style="width: 5%;">VAT</th> <th style="width: 10%;">Total Inc VAT</th> <th style="width: 10%;">Status</th> <th style="width: 15%;">Payment Method</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">80</td> <td>Peter Wilson</td> <td>Chairman's Reimbursement</td> <td style="text-align: right;">£135.68</td> <td style="text-align: right;">£0.00</td> <td style="text-align: right;">£135.68</td> <td>To be approved</td> <td>Online</td> </tr> <tr> <td style="text-align: center;">81</td> <td>Stacey Smith</td> <td>Clerk's Wage</td> <td style="text-align: right;">£435.93</td> <td style="text-align: right;">£0.00</td> <td style="text-align: right;">£435.93</td> <td>To be approved</td> <td>Online</td> </tr> <tr> <td style="text-align: center;">82</td> <td>Stacey Smith/Tesco Mobile</td> <td>Mobile 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>To be approved</td> <td>Online</td> </tr> <tr> <td style="text-align: center;">83</td> <td>Astwood</td> <td>Jubilee Printing</td> <td style="text-align: right;">£359.00</td> <td style="text-align: right;">£0.00</td> <td style="text-align: right;">£359.00</td> <td>To be approved</td> <td>Online</td> </tr> <tr> <td style="text-align: center;">84</td> <td>Nick Lane</td> <td>Lengthsman</td> <td style="text-align: right;">£225.00</td> <td style="text-align: right;">£0.00</td> <td style="text-align: right;">£225.00</td> <td>To be approved</td> <td>Online</td> </tr> <tr> <td style="text-align: center;">85</td> <td>M.A Hughes</td> <td>Christmas Trees</td> <td style="text-align: right;">£175.00</td> <td style="text-align: right;">£0.00</td> <td style="text-align: right;">£175.00</td> <td>To be approved</td> <td>Online</td> </tr> <tr> <td style="text-align: center;">86</td> <td>IONOS</td> <td>Website</td> <td style="text-align: right;">£15.00</td> <td style="text-align: right;">£3.00</td> <td style="text-align: right;">£18.00</td> <td>PAID 21/12</td> <td>DD</td> </tr> <tr> <td style="text-align: center;">87</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>PAID 16/12</td> <td>DD</td> </tr> <tr> <td colspan="3" style="text-align: right;">Totals</td> <td style="text-align: right;">£1,429.31</td> <td style="text-align: right;">£6.37</td> <td style="text-align: right;">£1,435.68</td> <td></td> <td></td> </tr> </tbody> </table> <p>b) Reconciliation of accounts completed. Online banking can now be accessed.</p> <p>c) A proposed budget precept for 2023-2024 financial year has been previously circulated to Councillors via Email. 7.18% increase this year. Approved.</p> <p>ACTION: Clerk to send to Worcestershire District Council prior to the 27th of January deadline.</p> <p>ACTION: Clerk, Lengthsman expenses reclaim from WCC needs to be completed asap</p> <p>ACTION: Clerk - Ex Cllrs, Hazel Davies and Susan Robinson to be removed from the bank signatories list</p>								Ref	Payee	Details	Net of VAT	VAT	Total Inc VAT	Status	Payment Method	80	Peter Wilson	Chairman's Reimbursement	£135.68	£0.00	£135.68	To be approved	Online	81	Stacey Smith	Clerk's Wage	£435.93	£0.00	£435.93	To be approved	Online	82	Stacey Smith/Tesco Mobile	Mobile Phone	£15.99	£0.00	£15.99	To be approved	Online	83	Astwood	Jubilee Printing	£359.00	£0.00	£359.00	To be approved	Online	84	Nick Lane	Lengthsman	£225.00	£0.00	£225.00	To be approved	Online	85	M.A Hughes	Christmas Trees	£175.00	£0.00	£175.00	To be approved	Online	86	IONOS	Website	£15.00	£3.00	£18.00	PAID 21/12	DD	87	SSE	Electricity	£67.71	£3.37	£71.08	PAID 16/12	DD	Totals			£1,429.31	£6.37	£1,435.68		
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5.	<p>Progress Reports 393</p> <p>a) Evesham Road Development – No formal update. Receipt of Malvern Homes submission has been received. Objection to the development from Steven Hinsley of West Country Development was discussed. A public meeting hosted by Malvern Homes will be proposed. ACTION: Chair P. Wilson to consult with David Rahal.</p> <p>b) Legacy Grant – no update c) Quarry Lane S106 – no update d) Legal Representation – new representation has been secured to replace the previous Solicitor who is no longer in post. e) Internal audit preparation will commence. Seeking an alternative internal auditor due to previous difficulties with communication. Clerk attending Budget and Audit Training 10/1/2023. ACTION: Clerk to seek new internal auditor and attend training.</p>
	<p>Open Forum</p>
6	<p>Councillors' Reports District Councillor Hannah Robson A new permanent Director of Planning at Wychavon District Council has been appointed, Gail Wootton starting in April. Velo Park is now open and available to book at £5 per hour. There is a slight amendment to the village Garage application for a fire shutter door for additional fire safety. A limestone plinth will be installed in keeping with the character of the previous frontage.</p>
7	<p>Clerks' Updates and Correspondence</p> <p>a) The insurance company has now agreed the amount for the reinstatement of the streetlight outside the school. Kevin Walters (EON) is ordering materials and will instruct with a date. b) Mill Lane resurfacing. Request submitted and acknowledged. Visit completed and awaiting instruction on when the work will take place. c) Kings Arms. There will be a working group for the community to consider options. d) Village website is now live. Official launch will be 1st February. ACTION: Clerk to promote on the village Facebook page and in the Newsletter.</p>
8	<p>Planning Applications</p> <p>a) W/22/02523/LB Candleberry, The Green, Cleeve Prior, Evesham, WR11 8LE</p>

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New porch and front door (retrospective). A detailed discussion took place during which several criticisms and observations were made regarding lack of building consent, building features, street view and encroachment on the Village Green. The Council decided on balance not to object to the retention of the new porch and door.

ACTION: The Chairman will draft the response for agreement by Councillors before submission to WDC.

b) Application W/22/02519/FUL received today, consultation extension will be requested to enable full discussion at the February meeting.

ACTION: Received today so extension will be requested to allow for discussion on our next meeting agenda.

9 **Motions for Councillors Consideration**

a) Community Transport – Sub-committee suggested in consultation with other wards.

ACTION: Cllr Hannah Robson to consult with and a meeting will be arranged.

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

a) Allotments contract to be discussed at the next meeting.

b) Anti- Social Behaviour concerns raised by Cllr. Carr regarding recent incidents. Residents always advised to report to Police and can attend the Police drop-in sessions at Memorial Hall with concerns. Parish Council are in contact with Police regarding all matters.

c) Brochure celebrating the Jubilee have arrived and will need volunteers to help distribute to the village.

d) Coronation to be discussed at the next meeting.

The Meeting closed at 9.30pm

**Date and venue of next meeting is Monday 13th February 2022 at 7.30pm
The Memorial Hall, Cleeve Prior.**

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