

MINUTES

FLADBURY PARISH COUNCIL

Minutes of the Meeting of Fladbury Parish Council held on Monday 13th March 2017 at 7.30pm in the Sports Pavilion, Fladbury

PRESENT:

Chair I Southcott	Cllr A King	County Cllr L Eyre
Vice Chair G Mills	Cllr D Day	Clerk L Yapp
Cllr P Palmer	Cllr N Manser	
Cllr S Insall	Cllr A Stephens	

Plus one members of the public

1. APOLOGIES were received from Cllr Cartwright and District Cllr English

2. DECLARATIONS OF INTEREST:

- Cllr P Palmer – Planning 17/00133, Bredon House, Paynes Lane

3. APPROVAL OF MINUTES from meeting dated 20th February 2017 – proposed Cllr Stephens, seconded Cllr Palmer, approved unanimously.

4. FINANCE

a) Approval of receipts and payments to 13th March 2017

Ref	Invoice	Amount	VAT	Total
2088	Npower	227.16		227.16
2089	Limebridge	185.00	37.00	222.00
2090	Superiorclean	170.00		170.00
2091	Baldwins (A/Bailey – HMRC)	125.00	25	150.00
2092	Beta Fire Protection	52.00	10.40	62.40
2093	WCC – Street Lighting	3104.91		3104.91
2094	M Cole	78.33		78.33
2095	L Yapp (Office)	32.00		32.00
2096	L Yapp (Salary – March)	301.10		301.10
2097	L Yapp Expenses	20.26		20.26
2098	HMRC (PAYE)	82.20		82.20
DD	CNG – Gas	65.23	3.26	68.49
2099	HMRC (to correct yr end)	45.61		45.61
2030	Parochial Church Council (replacement cheque for Church Clock)	30.00		30.00

b) Cheques were approved and signed during the meeting. Proposed Chair Southcott, seconded Cllr Day. All in favour. Thanks were made to the clerk for extra work on the parish council accounts over the past 12 months

c) Asset Register – In hand. Chair and clerk to liaise

d) Policies – It had been identified that there were a number of policies that should be adopted by the parish council, namely Standing Orders, Members Code of Conduct, Complaints Procedure, Co-Option Procedure, Equality/Diversity Policy, Freedom of Information Policy, Health & Safety Policy and a Publication Scheme. These had been circulated to all Cllrs for consideration before the meeting, with

an opportunity for comments to be raised in advance of the meeting. A few additions needed to be added to the Publication Scheme. All Cllrs were in favour of formally adopting the Policies, proposed Cllr Stephens, and seconded by Cllr Palmer. It was further that these be reviewed annually, say the Annual Parish Council Meeting (in May). Cllr Insall agreed to work with the clerk.

e) Pensions – It is now a legal requirement for an employer to provide a pension for employees (subject to certain criteria). The clerk's salary falls below the level for a pension to be compulsory, but the clerk is entitled to ask for one, if she wanted one. A letter would be sent to the clerk, offering a pension, and then she is to respond accordingly. A formal Declaration of Compliance would need to be completed on the Pension Regulator website. *Action clerk*

f) Internal Audit – Baldwins (formerly Allchurch Bailey) had confirmed they would act as Internal Auditors for the parish council. A letter of appointment to be sent out. *Action Clerk*

5. PARISHIONERS – One parishioner present requested an updated map of Fladbury to be displayed on the notice board. This is being considered with the information boards.

6. PROGRESS REPORTS

(a) Lengthsman –

- The LM had cleared leaves from the worse affected areas
- He had agreed to attend WCC training session in May *Action Clerk*
- The LM had committed to complete between 10 and 12 hours per month during the next financial year
- WCC had agreed for the parish council to submit unpaid timesheets/invoices from 2015/16 for payment – The clerk to arrange for a further £500 worth of timesheets to be submitted *Action Clerk*

(b) Defibrillator Scheme – no concerns

(c) Conservation Area – Following a meeting with the Chair of WDC's Planning Committee, who encouraged the parish council to move forward with the proposals, a meeting is to be arranged with Jim Burgin to restart the process. *Action Chair*

7. PARISH & NEIGHBOURHOOD PLANS – Nothing further to report. Awaiting Cllr Manser to arrange visit from family member to relay their parish council's experience with the Neighbourhood Plan *Action Cllr Manser*

8. POLICING - contacts are PCSOs R Gurney and Justine Lane

(03003 333000 Ext 3408/3499)

(Also new less urgent 101 services complement 999 emergencies)

- Neighbourhood Watch – Cllr Insall had received a copy of the list of residents who had expressed a wish to receive NW updates. This would be used as a starting point to re-introduce the scheme in Fladbury. This would be added to the Agenda for the Annual Parish Meeting on 24th April *Action Cllr Insall*
- Speeding – a complaint had been received from a resident with regard vehicles travelling in excess of the speed limit in Broadway lane and Farm Street. It was agreed by the parish council that we investigate the possibility of 'self-policing' speed issues. Cllr Insall would make enquiries as to what would be involved and if this was an option for us. *Action Cllr Insall*
- County Cllr Eyre suggested it may be possible to introduce a 20mph limit due to the close proximity to the playground

9. COUNTY COUNCILLORS REPORT – Cllr Eyre reported that:

- LTP4 – Cllr Eyre had made her response to the LTP4 consultation. Fladbury Parish Council had also submitted comments
- Norton Parkway Railway Station – there was no threat to Pershore Station
- EVG – a meeting is to be scheduled between representatives from EVG, WRS, County Cllr Eyre and Chair Southcott. Cllr Day asked if odour meters could be considered to measure the odour problem, rather than relying on input from residents
- Section 106 monies / Kendrick Homes – She was trying to make progress with the releasing of S106 monies,
- Bus Service – numbers released indicated that the 560 service ‘link up’ service were low, equating to each passenger costing the service an average of £38 each. She was to look into community transport services and suggested a survey of residents requirements would be a good starting point

10. PLANNING

17/00101

Applicant: Fladbury Pies & Sausages

Location: Church Street Fladbury

Description: Retention of cladding & roofing to fridges and storage areas, further roofing and cladding to complete works

Approved by WDC

17/00133/HP

Applicant: Mr D Barker

Location: Bredon House, Paynes lane, Fladbury

Description: Alteration of external appearance of an existing window by changing materials and bay windows

Approved by WDC

17/00116/FUL

Applicant: Mr A Wilson

Location: land adj. to Broadway Lane Cottages

Description: Erection of a pair of semi-detached dwelling houses

A previous application on the same site had been rejected by the planning inspector several years ago, and nothing had changed to suggest that the comments from the parish council should be any different. Comments had been received from nearby residents, and concerns raised that it was very close to the chicken farm. Cllr Day would respond accordingly. *Action Cllr Day*

17/00300

Applicant: Dr S Elsworthy

Location: Wood Norton Farmhouse, Wood Norton

Description: Part retrospective application for the demolition and replacement of a dwelling / works
Concerns had been raised by a neighbour that a large crane would be needed on the site to move some of the building materials. On first sight, the drawings suggested it would be an almost identical design to what was there previously. The clerk was asked to print off the plans for viewing by members of the parish council. *Action Cllr Day / Clerk*

Planning Issues:

- Proposed crematorium – although the planning application had been received by Wychavon District Council, it had not yet been validated. It had been confirmed that the application would be decided at full committee rather than delegated to an officer. Chair Southcott had requested that the end date for the consultation period be extended beyond the Annual Parish Meeting. A meeting of residents had been organised, independent of the parish council, for April 3rd. An extensive report had been composed by a resident. It was agreed that the parish council meet again, to discuss their comments to the application once received
- Storage Unit, Chadbury Turn – Nothing to report

Glasshouse Liaison Group

- A meeting had been scheduled for 29th March, between EVG, Chair Southcott and Cllrs Mills and Day

Housing Needs Survey – Chair Southcott and the clerk to liaise.

Section 106 monies:

- Kendrick Homes – Chair Southcott would obtain a copy of the letter sent by Kendrick Homes to Worcester County Council, authorising the release of monies to the parish council

11. FOOTPATHS/TREES

Footpaths

Cllr Mills reported:

- All issues had been reported to F Argyle (WCC) and awaiting action

Trees

Cllr Stephens reported:

- She was still awaiting to hear back from S Griffiths (WDC) regarding the trees at the pavilion, and that she would chase her up. *Action Cllr Stephens*

12. RECREATION GROUND/PAVILION

- Electrical Checks – Work scheduled to take place shortly

13. SPEEDING/ROAD SAFETY

- Traffic Calming Gates – Location of the gates had been agreed. Chair Southcott would mark up on plan in the first instance for approval from WCC
- Golf Club Signs - New signs had been installed and it was agreed that these were now worse than before
- Speed Signs – the clerk had made enquiries and it had been confirmed that the signs in Fladbury were not suitable for data collection equipment to be added

14. PHONE KIOSK – Awaiting further communication from BT

15. MY PARISH/WEBSITE/COMMUNICATIONS – Nothing to report

16. VILLAGE HALL:

- Hallmaster Booking System – In hand
- Refurbishment to Toilets – Cllr King reported that the village hall toilets were well overdue for re-furbishment. Grant monies were available from two sources, but the deadline for applications was 12 noon on Thursday 23rd March. The parish council fully supported the village hall committees' proposals for the toilet improvements, along with necessary improvements to the heating and hot water systems. The parish council were in full agreement that the usual £100 annual donation be made, and IN ADDITION, a further £500 donation would be made towards the re-furbishment / improvements. Proposed Chair Southcott, seconded Cllr Palmer. Approved by all Cllrs. The clerk was asked to provide a letter from the parish council fully supporting the project, and a second letter offering the donation of £500. *Action Clerk*

17. BUS SERVICE- covered above and to be added to the Agenda for the Annual Parish Meeting

18. LOCAL TRANSPORT PLAN CONSULTATION (LTP4) – The parish council had submitted comments to the consultation document

19. GREAT BRITISH SPRING CLEAN (3RD – 5TH MARCH) – Chair Southcott, Cllr Mills and 7 volunteers had given up the Saturday morning, collecting litter. A request made for Birmingham Angling Club to contribute half the cost of a litter bin, to be sited at the BAA car park on the south side of the village.
Action Clerk

20. CORRESPONDENCE – emails had been circulated to all Cllrs

21. OTHER MATTERS FOR INFORMATION / DISCUSSION

- Pavilion Re-surfacing – Cllr Palmer advised that he had received three quotes, the two cheaper options for £7675 + VAT and £7750 + VAT. The clerk advised that the NHB application needed to be with WDC by 3rd May to be considered for the next Localism Committee for consideration

22. DATE OF NEXT MEETING - The Annual Parish meeting to be held in the village hall on Monday 24th April at 7.30