

**MINUTES**

**FLADBURY PARISH COUNCIL**

Minutes of the Meeting of Fladbury Parish Council held on Monday 15<sup>th</sup> May 2017 at 7.30pm in the Sports Pavilion, Fladbury

**PRESENT:**

Cllr I Southcott	Cllr A King	District Cllr M English
Cllr G Mills	Cllr D Day	Clerk L Yapp
Cllr P Palmer	Cllr N Manser	
Cllr S Insall	Cllr A Stephens	

Plus one member of the public

**1. APOLOGIES** were received from Cllr Cartwright and County Cllr L Eyre

**2. ELECTION OF CHAIR/VICE CHAIR**

- Chairman – Cllr Mansell proposed Cllr Southcott for chair, seconded Cllr Mills - all in favour
- Vice Chairman – Cllr Insall proposed Cllr Mills for vice chair, seconded Cllr Stephens – all in favour

**3. DECLARATIONS OF INTEREST:**

- Cllr Mills – Discussion on proposed crematorium

**4. APPROVAL OF MINUTES** from meeting dated March 20<sup>th</sup> 2017 – proposed Cllr Stephens, seconded Cllr Day, approved unanimously.

**5. FINANCE**

a) Approval of receipts and payments to 10<sup>th</sup> May 2017

Ref	Invoice	Amount	VAT	Total
002101	Playsafety	70.00	14.00	84.00
002102	Superiorclean	170.00		170.00
002103	L Yapp (April Salary)	323.70		323.70
002104	L Yapp Office Exp. April	32.00		32.00
002105	Qualitype – APM Fliers	20.00		20.00
D/D	CNG – Gas	56.38	2.82	59.20
002106	Superiorclean	170.00		170.00
002107	Worcs CALC	432.51	76.69	509.20
002108	L Yapp – Salary May	323.70		323.70
002109	L Yapp Office Exp. Incl Postage	38.36		38.36
002110	Limebridge	290.00	58.00	348.00
002111	I Soutcott – Allow. 2016/17	200.00		200.00
002112	G Mills – Allow. 2016/17	150.00		150.00
002113	M Cole – L/Man April	55.95		55.95

**b)** Cheques were approved and signed during the meeting. Proposed Cllr Insall, seconded Cllr King. All in favour.

**c)** Asset Register – To be circulated by Chair *Action Chair*

**d)** Annual Return - Section 1 - Annual Governance Statement approved – all in favour

- e) Annual Return – Section 2 – Accounting Statements – the clerk advised the council that due to the discovery that the previous clerk had not made adjustment for un-cleared cheques for on last year’s Annual Return, therefore the closing and opening balances differed from those on the Approved 2015/16 Return. This had been identified after the External Audit had been carried out and signed off. Taking advice from Grant Thornton, the figures had been amended and identified as such on the 2016/17 Return – all in favour of the Accounting Statements and the amendments made.
- f) Insurance – Insurance renewal had been received. The clerk was asked to make contact with clerk at Bishampton for their insurance provider’s details
- g) Calc Membership was approved – an increase of approx. £60 *action clerk*

**6. PARISHIONERS** – One parishioner advised that he was able to provide a suitable footpath map for approx. £50. Cllr Mills advised that he had received an up to date map from the Mapping Dept. at County Council but needed to check its accuracy before taking further copies *action Cllr Mills*

**7. PROGRESS REPORTS**

- (a) Lengthsman –
  - It was requested that the LM clear the overgrowth and debris from the back of the pavilion to enable access to electric and gas meters *action Cllr Palmer*
  - Cllr Stephens asked if the post at the Wharf could be re-set – it was suggested that a combination padlock would be the answer – also the Wharf needed some tidying *Actions Cllrs Palmers & Mills*
- (b) Defibrillator Scheme – Next training session scheduled for June. Cllr Mills asked if it would be possible for ‘Epi Pens’ to be kept in the housing unit – in case of emergency. Cllr Insall would make enquiries *action Cllr Insall*
- (c) Conservation Area – Chair Southcott advised that a meeting needed to be scheduled with a view to moving forward on this.

**8. PARISH & NEIGHBOURHOOD PLANS** – Following the Annual Parish Meeting one resident had come forward, willing to be part of a steering committee. This took the number of interested parties up to 6

**9. COUNCILLOR RESPONSIBILITIES** - the following amendments were made, with the full agreement of Cllrs:

<b>Councillor</b>	<b>Committees</b>	<b>Functional Responsibility</b>	<b>Outside Groups</b>
Ian Southcott	Finance, Pavilion, New Homes Bonus Conservation Area	PC Chair	Friends of Fladbury, Glasshouses Liaison Group Village Hall Committee Neighbourhood Plan Walkabout Committee
Geoff Mills	Finance, Pavilion Conservation Area	Vice Chair CPRE Liaison Footpaths	Friends of Fladbury Glasshouses Liaison Group
Sandy Insall	Finance Pavilion New Homes Bonus Conservation Area	Defibrillators	Glasshouse Liaison Group
Ann Stephens	Conservation Area	Trees Police Liaison	PACT

David Day	Finance	Planning	
Neil Manser	Pavilion	Insurance Sports Clubs/Contracts	
Diane Cartwright	New Homes Bonus	Publicity Website/Emails	Neighbourhood Plan
Pat Palmer	New Homes Bonus Conservation Area	Mowing Lengthsman	Neighbourhood Plan
Alison King		Tubs/Planting	Village Hall Committee Walkabout Committee

**10. 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 – In hand

**11. DISTRICT COUNCILLORS REPORT** – Cllr English reported that she would be speaking at the Planning Committee Meeting re: proposed crematorium. She would arrange a meeting with Chair Southcott mid-June

## **12. PLANNING**

17/00116/FUL

Applicant: Mr A Wilson

Location: land adj. to Broadway Lane Cottages

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

*Refused by WDC* – Cllr Day advised that it was not clear if the applicants would be making an appeal or not

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

*Awaiting decision by WDC*

17/00437

Applicant: Mr C Bird

Location: 7a Bredons View, Paynes Lane

Description: Replacement garage with home office space over

Cllr Day would circulate proposed comments

17/00511

Applicant: Crematoria Management Ltd

Location: Roxley Stud, Fladbury Hill, Hill Furze, Fladbury

Description: Crematorium together with a chapel, assoc. memorial garden, access road etc

*Awaiting decision by WDC*

Planning Issues:

- Storage Unit, Chadbury Turn – Nothing to report

**Glasshouse Liaison Group**

- The last meeting was held on 29<sup>th</sup> March. County Cllr Eyre was to meet with Regulatory Services – awaiting feedback

**Housing Needs Survey** – Chair Southcott and the clerk to liaise – nothing further to report at the moment

**Section 106 monies:**

- Kendrick Homes – Chair Southcott would speak to County Cllr Eyre *Action Chair*

**13. FOOTPATHS/TREES**

**Footpaths**

Cllr Mills reported:

- Following an email from a resident a new way marker had been put in place at the Ferry footpath
- Revised Footpath map – In hand – Cllr Mills felt it would be useful if another councillor shadowed him in respect of footpaths and Cllr Palmer offered to do so.

**Trees**

Cllr Stephens reported:

- Trees at two properties in Abel's Furlong and Pippins Cottages had been removed. She is waiting to hear back if permission had been applied for. It was agreed that a notice be placed in FiveAlive reminding residents that much of Fladbury falls within a Conservation Area and that permission is needed for the removal and trimming of any trees

**14. RECREATION GROUND/PAVILION**

- Electrical Checks – Works still awaited. Cllr Mills would issue the electrician with a deadline and if works not carried out we would go elsewhere

**15. SPEEDING/ROAD SAFETY**

- Traffic Calming Gates – Following a meeting between Chair and County Council representative location at the South end of the village was agreed. The North end was subject to discussion and agreed that the gates should be sited further away from the VAS sign, towards the cross roads. It was suggested that this is something the LM could do.
- Golf Club Signs - Cllr Mills advised that he had been led to believe that the current siting of the Golf Club sign was not in line with regulations
- Car park – New Homes Bonus application had been made – awaiting decision from WDC

**16. PHONE KIOSK** – Awaiting further communication from BT

**17. PLAYGROUND** – Following the recent RoSPA report, a number of issues had been identified. Chair Southcott had met with HFN with a view to rectifying the issues raised. Following advice received from HFN, the Friends of Fladbury are to set aside a weekend to act on the areas of concern and to replace the damaged equipment.

**18. MY PARISH/WEBSITE/COMMUNICATIONS** – Nothing to report

**19. VILLAGE HALL:**

- Hallmaster Booking System – Terms & Conditions for hiring are to be reviewed and Licensing arrangements need looking into, in more detail. Terms & Conditions would also need to be agreed for the Pavilion
- Refurbishment to Toilets – Cllr King advised that a grant of £1200 had been received from WDC. They are still waiting to hear from Severn Waste with regard an application for £7,000. A competition would be set to involve the younger members of the village to help with the interior design.
- It was agreed that new bulbs be purchased for the tubs in the village and the old bulb be used around the Pavilion grounds

**20. BUS SERVICE-** A report from Julian Palfrey and a letter from Nigel Eggleton (First) had been circulated to Cllrs. A meeting is scheduled for 22<sup>nd</sup> May with First and Pershore Town Transport Group. Chair Southcott and Cllr Day would both be attending. Should there be an improved bus service for Fladbury it was vital that the services would need to be widely advertised, with the warning that if not supported, we would lose the service.

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

**22. CORRESPONDENCE** – emails had been circulated to all Cllrs

**23. OTHER MATTERS FOR INFORMATION / DISCUSSION**

- Chair Southcott advised that the football / cricket pitches had not been treated for several years. The clerk would obtain a quote from Limebridge *action clerk*

**24. DATE OF NEXT MEETING** - The next Parish Council meeting to be held in the village hall on Monday June 19<sup>th</sup> at 7.30