

Minutes of the Ordinary Meeting of Clifton upon Teme Parish Council held on 4th October 2018

Democratic Period: no matters additional to those on the agenda for further action.

596 Attendance

Present: M Newman (Chairman); R Henry; N Parkinson; B Yarnold
Apologies: W Bradley; District Councillor C Palethorpe; County Councillor K Pollock; R. Wilks (Lengthsman)
In Attendance: J Hill (Clerk)

597 Declarations of Interest

Disclosable Pecuniary Interests in items on the agenda: none

598 There were no written requests for the Council to grant a dispensation under Section 33 of the Localism Act 2011.

599 Minutes of Previous Meetings of the Council

Minutes of the Ordinary Meeting of Clifton upon Teme Parish Council held on 6th September 2018 were approved (MN/BY) and signed by the Chairman as a correct record.

600 Progress Reports/Updates on Matters Previously Considered, relating to outstanding items not mentioned elsewhere on the agenda

Sunken road surface down Pound Lane (outside Lovell's development): WCC Highways agreed to re- inspect.

601 To receive the report of Worcestershire County Councillor (WCC) Ken Pollock - For Information

CCLr Pollock had apologised for his absence from the meeting, his report had been circulated by email to Members.

602 To receive the report of Malvern Hills District Councillor (MHDC) Caroline Palethorpe – For Information

DCILr Palethorpe had submitted her apologies for absence from the meeting; her report had been circulated by email to Members.

603 Planning

- a) To consider planning applications referred by Malvern Hills District Council for comment prior to publication of the agenda: none
- b) To consider under the Scheme of Delegation any Planning Applications received between publication of the agenda and the Meeting: none
- c) Details of Decision Notices: none

Application: 18/01019/HP

Location: Gatley, Old Road, Clifton upon Teme, WR6 6DR

Proposal: Rear two storey extension, and external changes to windows

Applicant: Timothy Clark

Members noted MHDC approved the application on 11th September 2018

Application: 18/00848/FUL

Location: Holiday Cottages at Pitlands Farm, Clifton upon Teme, WR6 6DX

Proposal: Change of use of agricultural building to tea rooms, replacement of agricultural building with multi-purpose room for the use by holiday-let guests and formation of car parking area

Applicant: Ian Mann

Members noted MHDC approved the application on 25th September 2018

- d) To consider reports of other "Planning" related Matters received by the Council prior to the commencement of the meeting:
 - i. Members resolved (BY/MN) to recommend Salford Close as the street name for the development of 20 properties on Land at The Village, Clifton upon Teme. The name was chosen as the development overlooks Salford Farm and the Close suffix was chosen to reflect the same naming protocol as other non through roads in the village e.g. Woodmanton Close (new development at Pound Lane) and Kenelm Close
 - i. Members noted receipt of a briefing from MHDC re "Permission in Principle" which is an alternative way of gaining planning permission for housing-led development
 - ii. MN volunteered to represent the Parish Council by attending the SWDP Briefing for Parish and Town Councils on Tuesday 6th November 2018, Council Chamber, County Hall
- e) Members resolved (MN/BY) to delegate approval of the S106 Project Group invitation leaflet to the Clerk in consultation with MN and RH.

604 Highways and Byways

- a) Lengthsman: no new issues
- b) PRow:
Members noted receipt of a Diversion Order for a length of footpath CT-608 (part), in the parish of Clifton upon Teme commencing at O.S. grid reference SO 7135 6187. The path proceeds, with a width of 2 metres, in a generally southerly direction, across an open field, for a distance of approximately 85 metres to a gate in the hedgerow at O.S. grid reference SO 7135 6179. The path then continues for a distance of approximately 20 metres in a generally south south-easterly direction, to its junction with footpath CT-595 at O.S. grid reference SO 7136 6177.
- c) Members noted receipt of a Temporary Road Closure Order for Old Road, Clifton upon Teme (Temporary Closure) Order 2018 Proposed Order: to close that part of Old Road, Clifton upon Teme from its junction with B4204 The Village to Ham Bridge on to its junction with B4204 Church Road in order to facilitate repairs and drainage pipe replacement works by WCC (copy posted on the noticeboard)
- d) Members noted receipt of a copy of an order served by MHDC to the landowner to carry out remediation works linked to drainage issues at Woodmanton Corner
- e) New Highways and Byways: Members noted the report from NP that he had lodged complaints with Malvern Hills District Council (MHDC) under the Public Space Protection Order identifying residents who had allowed their dogs to foul and who failed to pick up and dispose of the mess appropriately. A Public Space Protection Order, also known as a PSPO, is a power available under the Anti-Social Behaviour, Crime and Policing Act 2014 and MHDC can fine and prosecute offenders. Any resident who witnesses such anti social behaviour is encouraged to report the matter, with photographic evidence, names, date, time etc to MHDC.

605 Finance

- a) Bank Reconciliation: no new bank statements had been received since the September meeting
- b) Income: no new bank statements had been received since the September meeting
- c) Payments to be made in respect of outstanding invoices and requests for payment totalling £2,420.30 were approved (MN/BY)
- d) Members noted receipt of the Conclusion of Audit report for the municipal year 2017/2018.

606 Property related matters

Members noted that the quotations for repair of damage to the Sports Pavilion were awaiting the outcome of deliberations between the broker and the insurer: the Clerk was actively chasing a resolution.

607 Reports by Councillors

Defibrillator training (MN): the training was much appreciated and well attended (45+ attendees). The defibrillator is being monitored and maintained by the Parish Council and is located on the Sports Pavilion, Pound Lane. The PC had explored the option of other sites, including the Lion Inn, but insurance considerations made it impossible for the owner of the Lion to host the device at the premises. The West Midlands Ambulance Service (WMAS) trainer stressed it was vital that emergency services were alerted immediately someone had a problem and that they would be able to dispatch an ambulance as well as provide advice. A defibrillator is only of use if the heart has stopped beating; therefore cardio pulmonary resuscitation was key to patient survival. The cabinet in which the defibrillator resides is opened by a key code provided by Ambulance Control during the 999 call. There is a geographic location code on the device which lets WMAS know where the call is being made from. Even if callers have limited mobile phone signal capability it is still possible to connect a 999 call (as the call is picked up by the nearest communication device regardless of which network the caller is registered with). The defibrillator needs to be kept secure from theft (Great Witley had a defibrillator stolen this year) and undamaged, so that it is available and in a safe and un-damaged state to help save lives when used.

608 Correspondence for consideration and information:

- a) No additional correspondence requiring consideration.
- b) Members noted receipt of an invitation to attend WCC Autumn Parish Conference on Tuesday 9th October 2018 at 5pm at County Hall.

609 Items for inclusion on a future agenda

Welcome leaflet; asset management / user hire agreements: PAT testing pavilion; Planters on the Green.

610 Date of Next Meeting

The next Ordinary Meeting of Clifton upon Teme Parish Council will be held at 19:40 hours on Thursday 1st November 2018 at Clifton upon Teme Village Hall.

In view of the confidential nature of the business about to be transacted, Members resolved (MN/RH) that the public and press be excluded pursuant to the Public Bodies (Admission to Meetings) Act 1960. The reason being matters linked to parish council assets.

611 Parish Council Assets

Members unanimously resolved (BY/RH) that 2 letters (presented to the meeting for approval in draft form) be sent by MFG Solicitors, on the Parish Council's behalf, to the representative of the Baden Powell Hut in response to correspondence the Parish Council had received from the BP Hut quoting legal advice which the BP Hut had obtained.

The meeting closed at 20:45 hours.

(Chairman – 1st November 2018)

Expenditure 4th October 2018	Gross
Remuneration contractors and staffing costs	£834.17
Came & Co Insurance Renewal	£1,301.13
PKF Littlejohn LLP - Audit - Inv: SB201802202	£240.00
Litter Pick	£45.00
TOTAL	£2,420.30