

Minutes of the Ordinary Meeting of Clifton upon Teme Parish Council held on 1st November 2018

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

612 Attendance

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

613 Declarations of Interest

Disclosable Pecuniary Interests in items on the agenda: none

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

615 Minutes of Previous Meetings of the Council

Minutes of the Ordinary Meeting of Clifton upon Teme Parish Council held on 4th October 2018 were approved (BY/NP) and signed by the Chairman as a correct record.

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

Confirmation from WCC that they had instructed the developer (Lovell's) to arrange for the sunken road surface down Pound Lane to be reinstated.

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

CClIr Pollock had apologised for his absence from the meeting, he had confirmed by email that he had not submitted a report as the only matter of note was that WCC was struggling to identify measures to enable it to balance its 2019/2020 budget.

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

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

619 Planning

- a) To consider planning applications referred by Malvern Hills District Council for comment prior to publication of the agenda:
Application: 18/01178/HP
Location: North Milestone Cottage, Clifton upon Teme, Worcester, WR6 6EW
Proposal: Single Storey Rear Extension
Applicant: Mr & Mrs A & R Wilson
Members resolved (BY/MN) to support the application.
- b) To consider under the Scheme of Delegation any Planning Applications received between publication of the agenda and the Meeting:
Application: 18/01447/LB
Location: Dale End Farm, Clifton upon Teme, Worcester, WR6 6DS
Proposal: Replacement of 17no. single-glazed windows with double glazed windows
Applicant: S Smallcombe
Members resolved (BY/MN) to support the application.
- c) Details of Decision Notices:
Application: 18/01084/HP
Location: 5 Forge Meadows, Clifton upon Teme, Worcester, WR6 6TZ
Proposal: Two storey rear extension and alterations to dwelling
Applicant: Mr & Mrs Gibbs
Members noted that the application had been withdrawn by the applicant on 11th October 2018
- d) To consider reports of other "Planning" related Matters received by the Council prior to the commencement of the meeting: none
- e) Members noted that Planning Application 18/01433/S106 to modify a Section 106 planning obligation linked to 14/00936/OUT, land at Pound Lane had been published on MHDC planning portal: the Parish Council is not consulted about such modification orders and has therefore not received any notification about the application. S106 arrangements are made between the Planning Authority Officers /District Councillor and a developer
- f) No further development re S106 public meeting (defer until January meeting).

620 Highways and Byways

- a) Lengthsman: no new issues
- b) Public Rights of Way: no new issues
- c) Members noted MHDC correspondence confirming that the landowner has not completed the required works at Woodmanton Corner therefore a formal notice would be served under the terms of Section 25 of the Land Drainage Act 1991: this empowers English District Councils to compel landowners to fulfil their drainage responsibilities
- d) New Highways and Byways: Members noted that the road sweeper carried out work on 31st October 2018.

621 Finance

- a) Bank Reconciliation: Members noted the tabled bank reconciliation
- b) Income: Members noted that £15,000.00 (precept) had been received
- c) Payments to be made in respect of outstanding invoices and requests for payment totalling £868.53 were approved (MN/NP).

622 Property related matters

- a) Members noted that the insurer had now promised a speedy resolution to the claim in relation to water damage to the Sports Pavilion
- b) Representatives of the Football and Bowls clubs attended the meeting by PC request. It was agreed that from the end of October until the end of April all water to showers/water heaters/toilet and urinal cisterns/basins etc be vented after use (taps to be left open). Water to be turned off at the stop cock
- c) PAT testing pavilion: contractor asked to undertake ASAP and thereafter the background heaters could be used again (Football and Bowls clubs were party to the discussion)
- d) Offer to donate a bench for use on the field: the PC again confirmed it was willing to assume responsibility for the bench as long as it was constructed in metal or plastic so as to be durable and not require maintenance. Football club would revert with further details
- e) Parish Council Asset Audit; MN and BY to photograph assets and tag with location and description.

623 Reports by Councillors

There were no additional reports.

624 Correspondence for consideration and information:

Members noted correspondence between a resident and the Clerk in relation to the reporting of dog fouling to MHDC under the Public Space Protection Order.

625 Items for inclusion on a future agenda

Budget/precept; welcome leaflet; asset management / user hire agreements: planters on the Green.

626 Date of Next Meeting

The next Ordinary Meeting of Clifton upon Teme Parish Council will be held at 19:40 hours on Thursday 6th December at Clifton upon Teme Village Hall.

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

627 Parish Council Assets

Members unanimously resolved (BY/MN) that MFG Solicitors be instructed to copy to Scouting representatives the two linked letters sent in reply to an initial letter received from Guiding representatives – in that letter the Guides stated that they had consulted legal representatives. Receipt of that letter left the Parish Council with no choice but to obtain its own legal advice.

Members noted that a response from the Guiding representatives was long awaited and not yet received.

628 Staff Annual Leave

Approved (MN/NP) recorded in confidential file note.

The meeting closed at 21:10 hours.

(Chairman – 6th December 2018)

Expenditure 1st November 2018	Gross
Remuneration contractors and staffing costs	£721.29
Litter Pick	£45.00
Brookside Fire - Inv; 82389	£46.60
MHDC Wheelie Bin - Inv; 0618743830	£55.64
TOTAL	£868.53