

CLIFTON-UPON-TEME PARISH COUNCIL

DRAFT Minutes of a Meeting of the Parish Council held Thursday 7th November 2019
At the Village Hall commencing at 7.40 pm

Present: Councillors J. Dawson (Vice Chairman), A. Henry, S. Haywood, C. Haywood, and R. Henry (arr. 7.50 pm). Also present: M. Alexander (Clerk), 9 members of the Public.

Apologies: Councillor J. Bowden (Chairman), Councillor J. Collins, County Cllr K. Pollock, and District Cllr C. Palethorpe.

Welcome: The Vice-Chairman welcomed everyone present.

52.19 Declarations of Prejudicial & Pecuniary Interests: Cllr C. Haywood – Scouts fire pit.

53.19 The meeting was suspended at this point to allow members of the Public to address the Council: Matters raised at the meeting –

- i) Recreation field waste bin is due to be installed shortly. Cllrs Dawson & C. Haywood to progress.
- ii) There is a large overgrown hedge outside 36 Manor Rd which needs cutting back. Clerk to ask Lengthsman to action.
- iii) The pothole at the junction of Kenelm Close is on the Highways programme of repair by 31/3/20.
- iv) Noticeboards to be progressed by Cllrs Dawson & C. Haywood.
- v) Pavilion electrical works to be progressed by Cllrs Dawson & C. Haywood.
- vi) Footpath opposite 31 The Village is starting to lift. Also, outside The Old Rectory, between the Lion PH and Crumps Farm. Clerk to report to Highways.
- vii) Lovells development – the closure of Pound Lane was noted for 10 days wef 20th Feb for resurfacing. Clerk to see if this could also be used for overhead cabling work.
- viii) Steppes Farm – road to be closed again next weekend as part of the original closure notification.

54.19 Approval of the Minutes of a Meeting of the Parish Council held 3rd October 2019: Proposed by Cllr C. Haywood, seconded by Cllr S. Haywood, that the minutes be agreed and signed as a true record. All agreed. No matters arising that were not included on the agenda.

55.19 District & County Councillors Reports: Reports will be uploaded to the PC website.

56.19 Financial & Governance Matters:

56.19.1 Payments were approved as per the schedule –

<u>Name</u>	<u>Service/Supply</u>	<u>Net amount</u>	<u>Vat</u>	<u>Gross amount</u>
Michelle Alexander	Clerk salary & expenses - October	£510.53	£0.00	£510.53
R. Wilks	Lengthsman duties - October	£180.00	£36.00	£216.00
Worcs CALC	Training Fees	£60.00	£0.00	£60.00
SSE Electric	Playing Field supply	£71.67	£3.58	£75.25

56.19.2 Budget & precept 2019/20 – to be added to the next agenda. Finance Committee to meet - Clerk to arrange.

57.19 Parish Matters:

57.19.1 Village Green – Cllr Dawson outlined local opinion and the current situation. Further advice is being sought from Safer Roads Partnership by the Clerk. Operation SNAP was noted as a possible way forward. The PC also has the option to attend PACT meetings. Street furniture can only be approved via Highways.

57.19.2 Trees at Pound Green – Cllr C. Haywood has contacted the resident and will action the works required.

57.19.3 Scout Fire Pit – the Scouts are moving back to the BP Hut and need the fire pit to be relocated as well. The PC agreed this but asked that a risk assessment be sent to the Clerk. Cllr C. Haywood to action.

58.19 Section 106 Committee update: Cllr Dawson gave a summary update of recent actions. The S106 Committee had requested that the PC approve two resolutions

58.19.1 Resolution – membership of the S106 Big Project Team. It was proposed by Cllr Dawson, seconded by Cllr S. Haywood, that the following members be approved: Chris Haywood (as PC Rep), Michelle Alexander (PC Clerk), Tony Dipple, Chris Hurley, Heather Hurley, Helen Wain, Paul Wakefield and John Wain. All agreed.

58.19.2 Resolution – allocation of s106 monies between large / smaller projects. It was proposed by Cllr Dawson, seconded by Cllr S. Haywood, that the PC fully appreciate that any initial decision on the allocation of a split should be under regular review as time passes and the type / quantity of s106 projects develop. At this stage however, it is resolved that the split should be approx. 80/20 with a sum of approx. £225k allocated to the main community project and the balance of approx. £57k allocated to smaller individual projects. All agreed.

58.19.3 Chris Hurley explained in detail the s.106 actions to date including –

The village shop has offered to have the post box for comments.

C Hurley has started visiting groups and is more than happy to visit as many as possible more than once to reduce risk of misunderstandings.

C Haywood and C Hurley met Playdale Equipment which has prompted new ideas/thoughts. Assets of Community Value option to be explored. Noted that the asset of the Playing Field belongs to the PC. The PC also has the benefit of being able to reclaim vat on supplies and services. Any existing covenants should be investigated in the early stages of the project.

There is a need to evidence that we have maintenance plans in place which is why close work with PC is essential as part of their precept budgeting

Need to agree on the possible dissolution of any group and where do the assets go?

Initially we will build a plan that identifies ownership, responsibilities etc. It can form the basis of future work for the PC in years to come. Then we can build an application that ensures everyone can benefit as we can show MHDC that we are fully integrated.

The project is provisionally called 'Four Acre Field' – games, play and support facilities for the health and wellbeing of all generations into the future.

The 'FAF' project will be fully represented by all sports currently on the site plus any we may find draws interest from when we start consultation - plus members of the S106 Group but no there is currently no need for multiple representation unless complexity suggests otherwise for particular parts of the plan.

Resolutions from the PC tightly control S106 team and FAF project group but are important to ensure S106 or FAF Project Groups are the contact points rather than approach the PC direct to avoid confusion. It is also recognised that there are detailed S106 conditions which emphasise the need for the S106 Group. MHDC would expect us to cover all details and not have follow up questions. We want to get it right first time! Website also to be updated. CH has also spoken to Sport England on possible funding.

59.19 Planning Matters:

59.19.1 SWDP review (preferred options) consultation to 16th December noted / local events are planned by MHDC. Clifton is a cat. 1 village and 36 homes are allocated along Hope Lane in the preferred options document. The PC needs to formulate a draft response – Cllr Dawson to action.

59.19.2 Neighbourhood Plan review in line with SWDP(R) – Clerk to check with the NP Group Lead if this is required.

59.19.3 Notifications – 19/01230/LB – approval for removal of internal wall, 16 The Village, Clifton.

60.19 Highways Matters:

60.19.1 The Highways traffic order for no waiting outside the Lion PH was noted. Heritage lines are to be requested by the Clerk.

60.19.2 Parish Lengthsman – mud along the footpath from the village to Old Rd needs clearing. Clerk to action.

61.19 Correspondence: The meeting noted the following items –

61.19.1 Road closure notice C2228 Shelsley Beauchamp to junction with C2251 – 3 days from 20/11 for water leak repairs.

62.19 Councillors Reports & Items for Future Agendas:

62.19.1 Cllr Dawson to investigate whether the cctv still operates at the bowls pavilion.

62.19.2 Cllr S. Haywood asked for the old cast iron 'no parking' sign for the village green to be discussed on the next agenda.

62.19.3 The original Clifton Playing Field Assoc. minute book, from the late E. Thompson, was passed to the Clerk for archiving.

There being no further business the meeting closed at 8.30 pm

Next meeting to be held Thursday 5th December 2019 at 7.40 pm.