

# CLIFTON-UPON-TEME PARISH COUNCIL

DRAFT Minutes of a Meeting of the Parish Council held Thursday 5<sup>th</sup> December 2019  
At the Village Hall commencing at 7.40 pm

**Present:** Councillors J. Bowden (Chairman), A. Henry, S. Haywood, C. Haywood, J. Collins and R. Henry.

Also present: District Cllr C. Palethorpe, M. Alexander (Clerk), L. Nash (Asst Clerk) and 11 members of the Public.

**Apologies:** Councillor J. Dawson (Vice Chairman), County Cllr K. Pollock.

**Welcome:** The Chairman welcomed everyone present. The following matters were also noted –

- Further to discussions with the Scouts & Guides it is confirmed that the Baden Powell Hut is not owned by the PC and therefore does not need to be insured as an asset. The Clerk has cancelled the insurance with immediate effect.
- The Chairman asked everyone attending pc meetings to please respect others' opinions. Every viewpoint counts equally and will be listened to as part of way of holding an open style meeting.

**63.19 Declarations of Prejudicial & Pecuniary Interests:** Cllrs R & A Henry – Carols on the Village Green.

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

- i) It was confirmed that the new litter bin will be installed at the playing field on Thursday by Cllrs C & S Haywood. Clerk to notify MHDC.
- ii) The bin along the side of the pavilion car park had not been emptied – Clerk to notify MHDC. A bag of waste by the BP Hut had not been collected, but it may have been the wrong week.
- iii) Parking on the village green remains a problem and the Clerk was asked to write to those concerned. It was agreed that the old cast iron 'no parking' sign which has recently been discovered in storage is to be erected by Cllr S Haywood as near to the original location as is practical.
- iv) Thanks were given to those who had completed the recent Housing Needs Survey. Results are currently being analysed.

**65.19 Approval of the Minutes of a Meeting of the Parish Council held 7<sup>th</sup> November 2019:** Proposed by Cllr C. Haywood, seconded by Cllr A. Henry, that the minutes be agreed and signed as a true record. All agreed. No matters arising that were not included on the agenda.

**66.19 District & County Councillors Reports:** Reports will be uploaded to the PC website. There was a reminder from DCllr Palethorpe of the SWDPR deadline of 16<sup>th</sup> December for responses. Councillors were also informed of opportunities to visit Envirosort Recycling Centre – dates to be confirmed via MHDC.

### 67.19 Financial & Governance Matters:

67.19.1 Payments as per the schedule, were proposed by Cllr Bowden, seconded Cllr A. Henry. All agreed.

<u>Name</u>	<u>Service/Supply</u>	<u>Net amount</u>	<u>Vat</u>	<u>Gross amount</u>
Michelle Alexander	Clerk salary & expenses - November	£566.13	£15.16	£581.29
R. Wilks	Lengthsman duties	£192.00	£38.40	£230.40
R. Wilks	Playing field repairs	£200.00	£50.00	£250.00
R. Wilks	Grass cutting to end Oct	£1882.00	£376.40	£2258.40
Geosphere	Parish Online subscription	£36.00	£0.00	£36.00

67.19.2 Budget & precept 2019/20 – Clerk to prepare draft figures and circulate in time for consideration at the next meeting.

67.19.2 It was proposed by Cllr Bowden, seconded by Cllr S. Haywood to purchase a new storage container for use by the Bowls Club, Footballers and Scouts. A combination lock also to be purchased. All agreed. Cllr Bowden to progress this and the old container to be removed in due course when practical to do so.

67.19.3 Carols on the Village Green – the Clerk confirmed that the PC insurance covers this activity. A risk assessment is to be sent to the Clerk by Cllr R. Henry. The PC was asked to consider funding the cost of the band for the event plus refreshments and it was proposed by Cllr Bowden, seconded by Cllr S. Haywood that the PC fund up to £150.00 in total to be funded via s.137 monies. All agreed - Cllrs A & R Henry abstained. Thanks were given by the Council to J & H Wain for all their previous work on the event.

67.19.4 Small Grants Scheme & Rural Rate Relief (RRR)– the Council asked the Clerk to check with MHDC for an approximate amount to consider adding to the budget for RRR and agreed to fund RRR going forward. Small grants figure to be considered for the budget when drafted.

67.19.5 Pavilion cleaning – this is currently done by users on an ad hoc basis. All users are asked to clean up afterwards, but this does not always happen. After discussion it was agreed that the Clerk should write to all users and remind them to leave the pavilion clean and tidy afterwards. The situation will be monitored over the next few months. The Council agreed to provide cleaning materials as required.

### 68.19 Parish Matters:

68.19.1 Village Green – (see also Public session) It was agreed to resurrect the old cast iron ‘no parking’ sign on the Green near to the original location and in clear sight. Cllr S. Haywood to progress. Cllr Collins agreed to speak to the Lovells development about donating the planters being used on site, for use on the green. A maintenance plan for planters has been agreed locally.

68.19.2 White Gates at village entrances – the Clerk was asked to liaise with Highways and County Cllr Pollock about this and find out further details / options.

68.19.3 Stepps Farm development – there is concern about the lack of road cleansing and the Clerk was asked to contact MHDC and copy to DCllr Palethorpe.

### **69.19 Section 106 Committee update:**

C. Hurley updated the meeting regarding the first meeting of the Project Group for the Clifton Four Acre Field (CFAF) Project. Representation from young families is being sought on the group. A meeting is due to be held with Playdale Equipment and options are being explored with local organisations / school. Smaller project opportunities also being discussed with local organisations.

The draft Terms of reference for the Project Group had been circulated to the Council and C. Hurley clarified the difference between the s106 Project Group for small projects and the CFAF Project Group for the large project proposal. CFAF is not exclusive and the meeting was reminded that there may be other alternative projects which could be proposed for consideration. Further to discussion it was proposed by Cllr Bowden, seconded by Cllr R. Henry that the draft Terms of Reference, as circulated, be approved. All agreed.

### **70.19 Planning Matters:**

70.19.1 SWDP review (preferred options) consultation to 16<sup>th</sup> December – the meeting discussed the proposed Hope Lane allocation for 36 homes. The impact of the current Meadows (Lovells) development of 48 homes was also noted together with the fact that the made Neighbourhood Plan was up to 2030 and should be adhered to by MHDC. The meeting also recognised the positive impact on school numbers since new homes had been built. Further to discussion, the Clerk was asked to draft a response to the SWDPR with Cllr R. Henry, to be circulated for approval and submission.

70.19.2 Planning application for consideration – the meeting noted 18/01515/FUL Development at Hope Meadow Drive, Clifton upon Teme – amended drawings and revised Design & Access Statement / Transport Statement received 29<sup>th</sup> Nov 2019.

**71.19 Highways Matters:** No updates.

**72.19 Correspondence:** None received.

### **73.19 Councillors Reports & Items for Future Agendas:**

73.19.1 Cllr C. Haywood confirmed that the noticeboard would be completed before Christmas.

**There being no further business the meeting closed at 9.30 pm**

**Next meeting to be held Thursday 2<sup>nd</sup> January 2020 at 7.40 pm.**