

CLIFTON-UPON-TEME PARISH COUNCIL

DRAFT Minutes of a Meeting of the Parish Council held Thursday 9th January 2020
At the Village Hall commencing at 7.40 pm

Present: Councillors J. Bowden (Chairman), J. Dawson (Vice Chairman), A. Henry, S. Haywood, C. Haywood, and J. Collins.
Also present: District Cllr C. Palethorpe, M. Alexander (Clerk) and 11 members of the Public.

Apologies: Councillor R. Henry, County Cllr K. Pollock, Ward Cllr C. Palethorpe.

Welcome: The Chairman welcomed everyone and reminded everyone that PC meetings are currently an open forum for discussion.

74.19 Declarations of Prejudicial & Pecuniary Interests: None.

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

- i) The PC were thanked for the new waste bin at the playing field. The Clerk was asked to source a quote from MHDC for x2 domestic sized waste bins for the BP Hut. It was agreed that quotes could be circulated and agreed before the next meeting if possible.
- ii) There was concern raised about dog walkers not being seen on dark nights due to their clothing not being hi-viz. TVT agreed to highlight this issue. Cllr Bowden also agreed to liaise with TVT about allocating a 'one-off' delivery of TVT at The Meadows development to help engage new residents.

76.19 Approval of the Minutes of a Meeting of the Parish Council held 5th December 2019:

Further to agreed amendments, it was proposed by Cllr C. Haywood, seconded by Cllr A. Henry, that the minutes be agreed and signed as a true record. All agreed.

77.19 District & County Councillors Reports: None. It was also agreed to defer the Community Transport matter to the next meeting. It was noted that C. Hurley is meeting with Council Officers shortly re s.106 funding for community transport.

78.19 Financial & Governance Matters:

78.19.1a Payments were approved 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 - December	£456.47	£0	£456.47
Michelle Alexander	Clerks expenses – December	£96.15	£0	£96.15
R. Wilks	Lengthsman fees – December	£225.00	£45.00	£270.00
HMRC	PAYE Q3	£342.40	£0	£342.40
A. Henry	Carols on the Green expenses	£88.05	£0	£88.05

78.19.1b Receipts were noted as Clifton Bowls Club - Water supply to 14 Oct 2019 - £341.51

78.19.2 Budget & precept 2019/20 – Clerk to arrange an Extra Ordinary meeting before 31st January to agree the figures.

79.19.3 It was agreed that the PC should accept the quote for grass cutting from R. Wilks for the 2020 season. The PC will go out to tender in 2021 for a 3-year contract.

80.19.4 Rural Rate Relief – the Clerk is awaiting a response from MHDC. Defer to next agenda.

79.19 Parish Matters: White Gates at village entrances – the Clerk is awaiting a response from Highways. Defer to next agenda.

80.19 Section 106 Committee update:

C. Hurley updated the meeting on the following matters for the s.106 project group – The Group is moving towards having basic start data so we can start the “where are we now” part of the Master Plan. Playdale and Grimshaw reports are extremely helpful in getting the base information together for the new play area. Grimshaws have offered to do a Topographic survey for £450+vat, which will be taken off the final spend if we choose to go with their design. (No obligation though). The PC were asked to approve this spend – it was proposed by Cllr Bowden, seconded by Cllr C. Haywood to approve the spend. All agreed. Clerk to notify Grimshaws.

Chris is looking into underground services and looking at other sites locally for good examples. There are apparently no lease agreements with existing user groups, although any other information about this is welcome.

Looking at facilities that currently exist in the pavilion and opportunities for flexibility with or without incurring major costs as s106 cannot be used for everything e.g. preliminary works / reports.

The trim trail is seen positively by both Playdale and Grimshaw and may be worth doing as phase 1. Grimshaw and Playdale both tell us how lucky we are to have this site!

Priorities on order of spending will be important and need careful planning.

CFAF Mtg next week – welcome to new team member Claire Eustace. Have also contacted the school for a primary parent group member. Plans to contact teenagers as well through local families and organisations. Still meeting other groups which hopefully will lead to other small projects. Community Transport meeting with Madeleine Sumner also arranged re s.106 funding. Those previously involved with the Clifton Playing Field Assoc. were thanked for getting the village as far as it is today with the facilities.

81.19 Planning Matters:

81.19.1 Applications to consider:

- 19/01799/HP – Mr G Heath, Birchfield House, Church Rd, Clifton upon Teme WR6 6DJ – proposed single storey extension to side and rear. Erection of porch to front.

Cllr James to progress this by the deadline of 24th January.

81.19.2 Cllr Bowden raised concern regarding the housing site at Hope Lane having a lack of 1 & 2 bed homes and bungalows. The planning response seemed to support this view. It was agreed that the PC should write to MHDC to raise the matter formally – Clerk to progress.

81.19.3 Planning Enforcement – it was noted that the matter of mud on the road / pavement had been raised with MHDC for The Steps development.

82.19 Highways Matters:

82.19.1 Cllr S. Haywood raised concern about the water on the road between Steps Farm and the Kennels. Clerk to raise with Highways Drainage Team.

82.19.2 Recent responses to Highways reported matters were noted. All were reminded to report matters via the website please to increase the number of reports filed.

83.19 Correspondence: Cllr Bowden has the fire extinguisher testing certificate for the pavilion from Brookside Fire. Clerk to contact them with new contact details and ask for a copy for the file.

84.19 Councillors Reports & Items for Future Agendas:

84.19.1 Cllr S. Haywood raised concern about speeding past the village hall towards the school. It was agreed that the Clerk contact Highways and County Cllr Pollock re options for signage / VAS. The Clerk will also find out more about Community Speed Watch.

84.19.2 Cllr C. Haywood confirmed that the noticeboard is ready to be installed.

84.19.3 Cllr Bowden will pass the new storage container invoice to the Clerk for payment and will also liaise re delivery. Options to be discussed for the old container.

84.19.4 Cllr Bowden thanked everyone concerned with Carols on the Village Green which was well attended. Thanks also to the school for their help with equipment – Cllr Bowden will write formally and thank them.

84.19.5 Cllr C. Haywood has attended to the rotten timbers at the play area.

84.19.6 Cllr S. Haywood is progressing the installation of the old 'no parking' sign for the village green. The planters have already been taken from the Lovells site so we can't have them. The Clerk is writing to the Football Club about parking concerns.

84.19.7 The Lengthsman raised concern about the bins being full of water at the play area – Cllr C. Haywood will look at a solution.

There being no further business the meeting closed at 9.20 pm

Next meeting to be held Thursday 6th February 2020 at 7.40 pm.