

# CLIFTON-UPON-TEME PARISH COUNCIL

DRAFT Minutes of a Virtual Meeting of the Parish Council held Thursday 2<sup>nd</sup> July 2020  
commencing at 7.30 pm

**Present:** Councillors J. Bowden (Chairman), A. Henry (Vice-Chairman), R. Henry, C. Haywood, J. Dawson, J. Collins & S. Haywood.

Also present: County Cllr K. Pollock, M. Alexander (Clerk) and 5 members of the public.

**Apologies:** Ward Cllr C. Palethorpe.

**Welcome:** The Chairman welcomed everyone to the meeting. Clifton Hill Helpers were thanked by the meeting for all their support locally during the CV-19 pandemic. D. Moore was thanked for supplying turkey for the recent roast dinners.

**23.20 Declarations of Prejudicial & Pecuniary Interests:** None.

**Democratic Public Time:** Matters raised by Residents to be considered at the meeting –

- J. Delahay raised concern regarding the gully which needs to be reinstated following the Meadows development along Pound Lane. County Cllr Pollock agreed to follow this up with the Developer and Highways. Surface water floods the field and causes ice to form across the lane in winter if the water doesn't drain away via the gully.

**24.20 To agree the Minutes of a virtual meeting held 4<sup>th</sup> June 2020** – Minutes were agreed as a true record. Proposed Cllr J. Collins, seconded Cllr S. Haywood. All agreed. No matters arising.

**25.20 District & County Councillor Reports:** Reports to be uploaded to the website. Other updates as circulated to Councillors. County Cllr Pollock updated the meeting regarding local issues including flooding work at Tenbury, Covid-19 impact, cycling & walking options being explored as part of LTP4 Policy, Highways works. The Clerk will chase up outstanding works with Highways – white gates, VAS, yellow lines opposite The Lion PH. It was noted that Highways have worked extremely hard in recent months and are now catching up with their programme. The Clerk read out a report from District Cllr Palethorpe and the Young People's Survey was noted for local publicity.

## **26.20 Financial & Governance Matters:**

26.20.01 Payments agreed as per the schedule –

Michelle Alexander - Clerk salary £456.47

Michelle Alexander – Clerk salary 456.47 (August payment agreed in advance)

Michelle Alexander - Clerks expenses - phone / mileage £48.90

Michelle Alexander – reimbursement for x4 half barrel planters £191.00

Michelle Alexander – Home Office fee Q1 £60.00

HMRC PAYE Q1 £342.40

26.20.02 An extra ordinary meeting will be held on 23<sup>rd</sup> July to consider the approval of the Annual Accounts & Governance Statement 2019-20 for external audit.

### **27.20 Parish Matters:**

27.20.01 Play Area – a meeting will be held this Saturday to assess risks prior to re-opening (Clerk & Chairman)

27.20.02 The purchase of x4 half barrel planters for the village green was retrospectively approved.

27.20.03 New waste bins – x1 was considered for outside The Meadows and also x1 at the end of Hill Farm drive. (The bin location at Hill Farm, is awaiting confirmation from MHDC re collections.) Cllr R. Henry raised concern that the one at The Meadows may not be used and after discussion it was agreed not to purchase a new bin for this location although dog fouling has increased significantly in this area. Cllr Collins agreed to be a 'dog fouling' warden and the Clerk will send details of local schemes. The Clerk will also check with MHDC re enforcement options.

27.20.04 Correspondence from R. Neave was noted and the Clerk will respond in due course.

### **28.20 Section 106 Committee update:** C. Hurley's report had been circulated by email.

Information regarding the CFAF project has been included in the Triangle and is on the notice board. The site has been walked and drainage chambers (C) have now been identified with routes located. Wayleave will most probably be in place for C1,2 & 3. There should be no impact on the depth required for the project. Thanks to Bernard Pound for all his help.

**29.20** Planning Applications considered – 20/00815/AGR Cliftonswood Farm, B4204 The Village to Herefordshire, Clifton upon Teme WR6 6EP – agricultural track. No objection, although there are a couple of footpaths which cross the new track and need to be preserved.

**30.20 Highways Matters:** The Clerk will liaise with the Lengthsman about outstanding tasks.

**31.20 Correspondence:** see 27.20.04.

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

32.20.01 Cllr C. Haywood raised concern about cars parking on the green at the end of Manor Rd. It was agreed that the land ownership should be checked by the Clerk before action could be taken.

32.20.02 It was noted that the existing green container on the pavilion car park was being retained for future use for the CFAF project.

32.20.03 Cllr Bowden updated that a footpaths noticeboard was being priced up and a proposal would follow.

32.30.04 Cllr S. Haywood updated re recent clearance work at Blue Shot Strip.

**There being no further business the meeting closed at 8.50 pm**

**Next meeting to be held Thursday 3<sup>rd</sup> September 2020 – arrangements to be confirmed.**