

CLIFTON-UPON-TEME PARISH COUNCIL

Minutes of a Virtual Meeting of the Parish Council held Thursday 5TH
November 2020 commencing at 7.30 pm

Present: Councillors J. Bowden (Chairman), A. Henry (Vice-Chairman), R. Henry and B. Gilbert.
Also present: M. Alexander (Clerk), C. Hurley and J. Johns.

Welcome: The Chairman welcomed everyone to the meeting and thanked the Clifton Hill Helpers for their continued support to the community. Special thanks to S. Grant who has recently moved away from Clifton but who was an original member of the Helpers team.

74.20 Apologies: Councillors C. Haywood, J. Colins and District Cllr C. Palethorpe.

75.20 Declarations of Prejudicial & Pecuniary Interests: None.

Democratic Public Time: No matters for consideration.

76.20 To agree the Minutes of a virtual meeting held 5th November 2020 – The minutes were agreed as a true record. Proposed Cllr R. Henry, seconded Cllr M. Henry. All agreed. No matters arising.

77.20 District & County Councillor Reports: Reports to be uploaded to the website.

County Cllr K. Pollock asked everyone to try and use local businesses during these difficult times. Worcs CC are looking at options for e-bike rental for the Active Travel Scheme.

The meeting noted that the settlement for older people locally should hopefully have no Worcs Highways access concerns, although the access to the potential site by the church may have a restricted view to the right due to the pub access, and this is what Worcs Highways will need to look in to.

Cllr Bowden raised the issues of the damage to grass verges either side of the Lovells development by vehicles along the lane. The Clerk was asked to check with Highways re possible options re tarmac instead of grass. The Lovells site looks to only have 3 dwellings not occupied? Can some of the existing 'for sale' signage now be removed? Clerk to check with MHDC.

78.20 Financial & Governance Matters:

78.20.01 Payments were approved as per the schedule plus an additional invoice for R. Wilks of £180.00 + vat.

78.20.02 Western Power Grant Funding – Cllr Gilbert reported that the application had not been successful.

78.20.03 Footpaths Notice Board Quotes – Cllr Bowden proposed that the quote from The Noticeboard Co should be accepted at £922.00 + vat. Seconded Cllr Gilbert. Agreed. Clerk to place the order.

78.20.04 Parish Website – the Clerk reported that in order to satisfy Accessibility Regulations, the website needs to have some work done to the layout and design. B. Higgins and the Clerk have done a lot of work on the existing site but have decided that a new website in a WordPress template would be the best option going forward. B. Higgins can do the work, but it is difficult to give an exact quote for the work. It is anticipated that it would be cheaper than contracting the work to a 3rd party and should be less than £1k if things go well. It was agreed unanimously that the Clerk to progress the work on

Clerk: Ms Michelle Alexander, Guestwick, Suckley, Worcs WR6 5EH
Tel: 01886 884195 Em: cliftonpc@yahoo.com

that basis and work with B. Higgins as required to ensure compliance.

78.20.05 Budget & Precept 2021-22 – the draft had been circulated by the Clerk but the MHDC Band D figs had not yet been received so it was agreed to defer the decision to the January meeting.

79.20 Parish Matters:

79.20.01 Road closure notices have caused issues recently and it was agreed these should now be displayed on the notice board, Facebook, Nextdoor and in the shop. This will also enable the shop to be well informed re impact on trade. Footpath closures have also been sent to the wrong email by Worcs CC, but the Clerk has informed them.

79.20.02 The ditch at the bottom of the sewer works now has a new footbridge and also over the stream at Woodmanton, which is very good news.

79.20.03 The Clerk was asked to check with Worcs Highways whether a pedestrian or school crossing could be located in Pound Lane along from the school entrance but either would need to be balanced with the look and feel of the village. The Clerk was also asked to look into speed survey options. It was noted that some speed reduction options are not possible in all locations due to the necessary criteria. Vehicle Activated Signage (VAS) in Hope Lane is now working and will be rotated through the village. Additional VAS would be useful to use in conjunction and the Clerk was asked to look into County Cllr divisional funding previously agreed.

79.20.04 The old storage container on the playing field car park has now been rehomed to a local charity.

80.20 Section 106 Committee update (C. Hurley): The s.106 application is being drafted currently and is now with the Clerk for final checks. A draft will then be sent to MHDC, with the final version presented to the PC before the 7th Jan for approval at that meeting. If approved, it will need to be with MHDC week commencing 25th Jan so that the MHDC Panel can consider it at their next meeting. (The next meeting would be April which will affect key project dates) A draft copy of the legal agreement is in the CFAF files for reading. Discussion also took place about possible mini projects to be kept in the background, i.e. boules court, public toilet, both to be quoted at this stage. The current project costs may be approx. £5-15k under budget at this stage (initially £245-250k, now more like £230k) but this will be retained as contingency at this stage in case of over run costs. The Hope Lane development s.106 funding of approx. £80k will also become available and could form phase 2 projects e.g. the pavilion refurbishment. Options for lighting were also discussed and ducting has been factored into this scheme as future proofing, although there are no plans to progress any lighting currently and it was noted that Clifton is a dark skies village. The CFAF G-drive planning folder now has all the plans and diagrams in it. The Clerk was asked to review future maintenance costs and the additional precept from housing development in line with the draft budget for 2021-22. Hope Lane development s.106 funding is available on the 1st & 10th property sale and has been allocated as per the agreement. The trim trail was confirmed as starting at the Bowls Green entrance.

The sensory garden team are progressing the plans and there are no time issues as it is a stand-alone project. More detail to follow in Feb/March. Cllr Bowden suggested that further public consultation may be needed, but that there is time to do that if required.

81.20 Section 106 Community Transport Proposal: The analysis had been circulated by the Clerk and has also been sent to M. Sumner at Worcs CC for response.

82.20 Planning Matters:

80.20.01 Notifications Received –

- 20/01449/HP - Approval for Velux loft conversion. Installation of new roof windows to the roof space at Cedar Cottage, Pound Lane, Clifton upon Teme.

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- 20/00455/LB – application withdrawn for a one and a half storey extension to be located at the north end of the existing extension at Cockshot Cottage, Clifton upon Teme.
- 194408 (Herefordshire Council) – Crumplebury wedding venue, Whitbourne – refusal by Herefordshire Council to hold weddings noted and will be monitored.

80.20.02 Other Planning Matters – 18/01515/FUL Hope Lane development - commencement of works noted.

83.20 Highways Matters:

83.20.01 Parish Lengthsman – The meeting asked if the Lengthsman could please clear muddy paths and slippery leaves across the parish. Gully emptying is also required but is a Worcs CC function. The Lengthsman was asked to look at cutting back the overhanging hedge along the footpath by 4 Forge Meadows, opposite the school.

84.20 Correspondence: A letter had been received from the School PTA about future fundraising ideas selling ice-creams but there was concern about the impact on the shop trade. Cllr Gilbert agreed to speak with the school about the matter.

85.20 Councillors Reports & Items for Future Agendas: No matters raised.

86.20 Next virtual meeting to be held Thursday 7th January 2021 by Zoom invitation.

Meeting closed 20.55

M. Alexander
Clerk