

CLIFTON-UPON-TEME PARISH COUNCIL

DRAFT 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, C. Haywood, J. Collins and B. Gilbert.

Also present: District Councillor C. Palethorpe, M. Alexander (Clerk), J. Johns and C. Hurley and one member of the Public.

Welcome: The Chairman welcomed everyone to the meeting and thanked the Clifton Hill Helpers for their continued support to the community.

60.20 Apologies: County Councillor K. Pollock.

61.20 Declarations of Prejudicial & Pecuniary Interests: None.

62.20 Co-option of a Parish Councillor: It was proposed by Cllr Bowden, seconded Cllr M. Henry, that B. Gilbert be co-opted as a Parish Councillor following an application which had been received by the Clerk and circulated prior to the meeting. All agreed. Clerk to arrange the counter-signatory of the Declaration of Office and submission of the Register of Interests as required. Cllr B. Gilbert joined the meeting.

Democratic Public Time: No matters for consideration.

63.20 To agree the Minutes of a virtual meeting held 1st October 2020 – The minutes were agreed as a true record. Proposed Cllr R. Henry, seconded Cllr M. Henry. All agreed. No matters arising.

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

District Cllr Palethorpe raised the following matters –

- Covid-19 District Council update and funding available
- Superfast Broadband information
- Social Prescribing – Citizens Advice South Worcs
- Remembrance Day information
- Youth 'Make your Mark' consultation via schools from 1st - 30th Nov
- Volunteering – Great Neighbourhood Scheme in the Teme Valley area

65.20 Financial & Governance Matters:

65.20.01 Payments agreed as per the schedule – M. Alexander Clerk salary £469.16 / M. Alexander Clerks expenses £82.35 / M. Alexander signage £19.99/ M. Alexander notice board repairs £35.99 / M. Alexander WaterPlus payment £200.01 / M. Alexander pc security £19.99 / SSE pavilion electricity £81.79 / R. Wilks Lengthsman Sept £115.20 / R. Wilks Lengthsman Oct £158.40 / Glasdon UK Ltd litter bins x3 £635.47 / R. Wilks fencing repairs £100.80 / Teme Triangle funding contribution £500.00.

65.20.02 Receipts – Western Power Distribution wayleaves £73.27

65.20.03 Appointment of Planning Lead – it was agreed by all that Cllr B. Gilbert be the Planning Lead with immediate effect.

65.20.04 Playing Field Fees 2020 – the PC had received an application from the Bowls Club asking to

waive the fees of £350.00 for 2020 due to the lack of play possible, although the bowling green had been maintained by Club members. It was proposed by Cllr Bowden, seconded Cllr Gilbert that fees be waived for 2020. All agreed. Clerk to notify the Club. It was further agreed that the Chairman should contact the Football Club to see whether they also needed assistance.

66.20 Parish Matters: Footpaths Notice Board – x3 quotes had been obtained by the Chairman for a new notice board however as the quotes did not match the exact requirements, it was agreed that revised quotes should be sought for consideration – Cllr Bowden to progress this.

67.20 Section 106 Committee update:

67.20.01 Report as circulated by C. Hurley. The Clerk had circulated the CFAF project report prior to the meeting together with a request from C. Hurley that the PC approve the Project Plan as submitted and agree to progress with the S.106 application process via MHDC. C. Hurley also explained management and maintenance plan projected costs and how they had been calculated, including information obtained from R. Wilks re grass cutting. It was noted that the Sensory Garden is a separate project and is designed for low maintenance, and that the grass cutting costs reflect work on the main field and not the garden. MHDC will take approx. 3 months to process the s.106 application and subject to approval, contractors can start within 6 weeks of application. Further to discussion it was proposed by Cllr Gilbert to approve the CFAF Plan and to progress the s.106 application to MHDC. Seconded Cllr Collins. Vote 5:1 – carried. C. Hurley will bring the s.106 application to the next meeting for approval. Clerk & C. Hurley to progress the application with MHDC.

67.20.02 Playing Field emergency access / hedge cutting – it was proposed by Cllr Bowden, seconded Cllr M. Henry that the hedge alongside the emergency access to the playing field should be cut back as quoted (R. Wilks £200.00) to enable sufficient width for emergency vehicle access to the field. All agreed.

67.20.03 Community Sensory Wildlife Garden – the report from H. Hurley (as circulated) was noted. C. Hurley gave an update based on the report to brief the PC on work undertaken to date.

68.20 Section 106 Community Transport Proposal: The survey had received 31 responses which the Clerk will collate and circulate. Cllrs M & R Henry were thanked for distribution of the surveys.

69.20 Planning Matters –

20/01450/HP – 26 Saxon Close, Clifton WR6 6DL – erection of rear extension and porch. No objections.

20/01449/HP – Cedar Cottage, Pound Land, Clifton WR6 6DE – Velux loft conversion, installation of new roof windows to roof space. No objections.

Hope Lane development – Clerk and DCllr Palethorpe to check current status of application asap.

70.20 Highways Matters:

70.20.01 Lengthsman requested to cut back the Laurels alongside the walkway at the end of Kenelm Close through to the post box in Manor Rd. Good news that Manor Rd has been resurfaced recently.

70.20.02 One VAS monitor has been ‘resurrected’ and is in place in the village. Clerk to check with R. Wilks about another two that may be available as well.

71.20 Correspondence: A thank you had been received from the School for their use of the Pavilion during school building works recently. It was noted that the Pavilion doors don’t fully seal and this could be improved to avoid winter heat loss.

72.20 Councillors Reports & Items for Future Agendas: Cllr Bowden has been looking into the Neighbourhood Plan with a view to reviewing it in 2021. The PC may need to reconvene the original working group / organise some refresher training in due course. There is a Councillor in Martley PC who may be willing to help, and some newer residents may also wish to be involved. The Clerk confirmed that Play Areas will remain open during this lock down, but any adult gym equipment must not be used. Permanent social distancing signage will be put up on the playing field shortly.

73.20 Next virtual meeting to be held Thursday 3rd December 2020 by Zoom invitation.

Meeting closed 20.35

M. Alexander
Clerk