

# CLIFTON-UPON-TEME PARISH COUNCIL

DRAFT Minutes of a Virtual Meeting of the Parish Council held Thursday 7<sup>th</sup> May 2020  
commencing at 7.30 pm

**Present:** Councillors J. Bowden (Chairman), A. Henry, R. Henry, C. Haywood, and J. Collins.  
Also present: County Cllr K. Pollock, M. Alexander (Clerk).

**Apologies:** Councillors J. Dawson and S. Haywood, & 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.

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

**2.20 Democratic Public Time:** Matters raised by Residents to be considered at the meeting – no matters received.

**3.20 To note actions approved via email by the Council during April when no meeting was held due to CV-19 restrictions:**

- Minutes of a meeting held 5<sup>th</sup> March 2020 were agreed as a true record.
- District & County Councillor Reports - to be uploaded to the website as received.
- Payments as per the schedule circulated, were approved. Clerk to action.
- Waste bins for the playing field were approved as quoted by MHDC (£119.74 per quarter for fortnightly collection) and will be installed once CV-19 restrictions are lifted.
- Community Transport s.106 funding survey – to be considered once CV-19 restrictions are lifted.
- Great British Spring Clean – postponed to 19<sup>th</sup> Sept (to be confirmed)
- S.106 Committee update – report from C. Hurley was noted.
- Planning – there were no applications or decision notices received.
- Lengthsman Scheme – currently suspended due to CV-19 restrictions.
- Correspondence & Cllr Reports – none received.

**4.20 District & County Councillor Reports:** To be uploaded to the website. Other updates as circulated to Councillors. County Cllr Pollock highlighted the following matters:

- CV-19 business support schemes
- Recycling centres to reopen
- Care home & hospital admissions / PPE supplies
- Highways grass cutting policies

**5.20 Financial & Governance Matters:**

5.20.01 In line with recent NALC guidelines and Government legal amendments, the meeting approved Council roles until May 2021. Chairman J. Bowden, Vice Chairman A. Henry, Planning Lead S. Haywood. The meeting noted that Cllr J. Dawson no longer wished to be Vice Chairman. Roles proposed by Cllr J. Collins, seconded Cllr C. Haywood. All agreed.

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

5.20.03 S.106 funding – The Council noted the budget paper as circulated by the s.106 Committee, which had shown £30k of PC funds included. It was agreed that any s.106 funding should remain separate from PC funds, although PC funds can be applied for to fund initial groundworks or surveys that cannot be s.106 funded. Proposed Cllr J. Bowden, seconded Cllr R. Henry. All agreed.

5.20.04 Waste bin outside Hill Farm Drive – the meeting discussed whether a new bin should be located between the notice board and the finger post to accommodate general and dog waste. The Clerk will check with MHDC re cost and collections. Also, to consider one by The Meadows.

5.20.05 Annual Report of the Parish Council – to be published on the notice board, website and in TVT.

5.20.06 Bank account signatories – it was agreed that Cllr C. Haywood be added as a bank account signatory. Cllr J. Dawson to be removed. Clerk to action.

### **6.20 Parish Matters:**

6.20.01 Community Transport S.106 Funding Survey – Clerk to discuss distribution with WCC and District Cllr Palethorpe.

6.20.02 Tourist Information Noticeboard / Footpaths Noticeboard – It was agreed that these would benefit residents and visitors to the area and that Cllr C. Haywood should undertake to progress these with Cllr J. Bowden.

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

### **8.20 Planning Matters:**

8.20.01 Applications considered –

- 20/00450/AGR - J E Yeomans & Son, Salford Court Farm, Clifton upon Teme – erection of 3 steel framed agricultural buildings – COMMENT: further details requested regarding building usage (21/04/2020)
- 20/00549/CU – Mrs J. Cormish, Hope Barn, Clifton upon Teme – outdoor riding arena with timber post and rail fencing – still to be considered.

8.20.02 Notifications received – 20/00450/AGR - prior approval is not required and approval is granted.

8.20.03 – Highways road closure notices were noted and will be placed on the notice board.

**9.20 Highways Matters:** Lengthsman scheme is still suspended due to CV-19. Clerk to undertake a risk assessment with WCC in order to restart the scheme asap.

**10.20 Correspondence:** None.

**11.20 Councillors Reports & Items for Future Agendas:** Next agenda items – 2019-2020 accounts to sign off / Scottish Widows account mandate changes.

**There being no further business the meeting closed at 8.40 pm**

**Next meeting to be held Thursday 4<sup>th</sup> June 2020 – arrangements to be confirmed.**