

CLIFTON-UPON-TEME PARISH COUNCIL

DRAFT Minutes of the Meeting of the Parish Council held Thursday 14th October 2021
commencing at 7.40pm

Present: Councillors J. Bowden (Chairman), A. Henry (Vice-Chairman), R. Henry, J. Collins and B. Gilbert.

Also present: County Councillor D. Chambers and 3 members of the public.

64.21 Apologies for absence: Cllr C. Haywood and District Cllr C. Palethorpe.

65.21 Councillor Resignation: A letter of resignation had been received from Councillor C. Haywood, which was accepted by the meeting. Cllr Haywood was thanked by the meeting for everything he had done to date, and it was noted that he wished to continue in the role of Parish Tree Warden which was gratefully accepted. Cllr Bowden has arranged a handover regarding recreation field matters. MHDC has been informed by the Clerk and permission granted to co-opt after a period of 14 days public notice has elapsed. The meeting noted that there has been interest shown by someone in becoming a Councillor and the Clerk was asked to clarify co-option criteria as soon as possible.

66.21 Declarations of Interests and applications for Councillor dispensations: None.

Democratic Public Time: Matters considered – the Council was asked to consider a 20mph speed limit through the village. The Clerk and County Cllr Chambers confirmed that it is not current WCC Highways policy to set these speed limits and that they are unenforceable. Highways prefer parked vehicles and street furniture to create the perception of a residential area which in turn invites drivers to slow down to an appropriate speed. 30mph roundels may also be an option but don't always work as planned as drivers drive to the limit rather than below it. It was noted that the PC have already installed village white gates and planters/hanging baskets to help reduce speeding.

67.21 To agree the Minutes of a virtual meeting held 2nd September 2021 – The minutes were agreed as a true record. Proposed Cllr J. Bowden, seconded Cllr A. Henry. All agreed. No matters arising.

68.21 District & County Councillor Reports: Reports were read to the meeting and will be uploaded to the website. County matters highlighted included an update on Covid-19 figures for the county. The provision of school nurse in county schools and the varying support for Young Carers in county schools will be raised at future County Council meetings. Councillor Chambers also reported on attending the Primary School recently which had gone very well. The PC's previous request to improve the footway from the village towards Martley will be incorporated into the next Highways walkabout and will be added to the works programme. The potholes and road surfacing in Kenelm Close will also be inspected.

The meeting noted that MHDC are currently holding a Residents Survey via the MHDC website <https://www.malvern hills.gov.uk/about-your-council/public-notice-and-consultations> The survey ends at midnight on 31st October.

69.21 Financial & Governance Matters:

69.21.01 Payments were approved as per the schedule circulated. Proposed Cllr B. Gilbert, seconded Cllr R. Henry. All agreed. It was also noted that there is an additional payment towards the Village Hall repainting which the Council previously agreed to split 50/50 with the Village Hall. The Council also

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noted that repairs are also to be made to the Village Hall fire doors but this will be funded by the Village Hall themselves.

69.21.02 The external audit of accounts to 31st March 2021 has been completed with no matters arising.

69.21.03 The meeting agreed to purchase a new bench to replace the existing WI bench which has fallen into disrepair. The existing plaques will be placed on to the new bench when installed. It was agreed to purchase a bench made from recycled materials at a cost of £673.00 + vat and fixing costs. Proposed Cllr Gilbert, seconded Cllr Bowden. All agreed. Clerk to ask R. Wilks to install the bench.

69.21.04 Cllr Gilbert had circulated costs for R. Wilks to replant and maintain the planters / hanging baskets this autumn at a cost of £350.00+ vat. The meeting also noted the projected costs for 2022 replanting and maintaining. Cllr Gilbert had also received a quote for replacing the last of the old planters with Amberol self-watering barrel planters at a cost of £1348.20 incl. vat. The meeting noted the positive feedback received from residents, so it was proposed by Cllr Gilbert, seconded Cllr A. Henry to go ahead with the autumn planting and the purchase of the new Amberol planters as quoted. All agreed. Clerk to place the orders. The meeting also discussed the future option to enter Britain in Bloom as a village and agreed to look into it.

69.21.05 'Derek's Garden' may need to be refurbished next year and Cllr Gilbert will explore costs for the next meeting.

70.21 Parish Matters / Updates:

70.21.01 Village Maintenance Plan – Cllr Gilbert updated the meeting. The Chestnut Tree has now been reduced as agreed together with removing the trip hazards. There are plans to repaint the hydrants and pump. The new dropped kerbs have been installed by WCC Highways as per their notification to the PC.

70.21.06 Archives refurbishment: Skellerns are still to produce the door. It was noted that some equipment will need to be purchased shortly and J. Johns will forward details to the Council.

70.21.07 Parish defibrillator: Cllr Gilbert has found a second location and the Clerk will shortly purchase the defibrillator as agreed. An article will be placed in the Teme Triangle re the defib and the offer of community training – J. Johns to liaise with the Clerk.

70.21.08 Bowling Green renovation was discussed following a report to the meeting by the Club. Some work has already been completed by the Club, but the Council was asked to help with some of the costs of the work to be done. It was proposed by Cllr Bowden, seconded Cllr Gilbert that the PC fund £1000.00 of the work. All agreed. An invoice will be sent to the PC in due course by R. Wilks who is undertaking the work.

71.21 Section 106 Matters:

71.21.01 Four Acre Field (CFAF) Project – the Clerk updated the meeting regarding the Land Registry application to be made. Plans are being drawn up by the Surveyor currently for submission. A public statement was made to the last Teme Triangle by Cllr Gilbert as agreed. Clerk to arrange a review meeting asap with Cllrs Bowden, Gilbert and the MHDC Surveyor D. Niblett.

71.21.02 C. Hurley has asked that the PC collect and plant the young sapling trees obtained for project, and it was agreed to ask R. Wilks to collect them as soon as possible whilst the PC agrees suitable locations.

71.21.03 Community Bus Service to Malvern (CB9) – the service has been launched this autumn and the PC has supported the launch of the service locally with posters as supplied by the service provider.

72.21 Planning Matters:

72.21.01 Applications for consideration: 21/01739/ful – The Lion PH, Clifton upon Teme – installation of an outdoor timber pergola (retrospective). All agreed no objections to this application.

It was noted that the Blue Shot Bungalow application is still pending a decision and that additional

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concerns have been raised to the PC recently.

72.21.02 Planning notifications: MHDC Draft Supplementary Planning Document for Local Listed Buildings was noted.

72.21 Strategic Planning Matters: Cllr Gilbert will monitor and notify the Council of any matters which require attention. SWDP Review has been delayed and adoption is now anticipated in Autumn 2023. It was noted that the current review of Traveller Sites does not affect this parish.

73.21 Highways & Facilities Matters:

73.21.01 Lengthsman tasks – no outstanding matters. There will be a need to review duties for R. Wilks for the CFAF project in the future plus assoc. costs anticipated.

73.21.02 Road closure notices – none.

73.21.03 Proposed Public Path Diversion Order Footpath 650: Cllr Bowden explained the reason for the diversion which was accepted by the meeting. Clerk to notify WCC.

74.21 Councillors Reports & Items for Future Agendas:

74.21.01 Cllr A. Henry updated the meeting re Carols on the Green this year. Music and refreshments have been arranged and the date confirmed as 17th December at 7pm. It was agreed by the meeting that a budget of £250.00 be set aside for the event and that Cllr A. Henry is the lead for the PC. Proposed Cllr Bowden, seconded Cllr Collins. All agreed.

75.21 Correspondence received:

75.21.01 A letter of thanks been received regarding the village hanging baskets, which was read to the meeting.

76.21 Next meeting to be held on Thursday 4th November at the Village Hall.

Meeting closed 21.15

M. Alexander

Clerk