

DRAFT

CHARLTON PARISH COUNCIL

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Minutes of the Meeting of the Parish Council held on Thursday, 14th July 2011, at 7.30 pm, in the Old School Room, Charlton

PRESENT Cllr B B Browne
Cllr R L Davies
Cllr S M Eggleston
Cllr Mrs B W Jack
Cllr Mrs F M A Wilkinson

In attendance: County Cllr Mrs Liz Eyre
District Cllr Tom McDonald
Clive Bostle, Footpath Warden
Roger Gurney, Clerk to the Parish Council

ADJOURNMENT FOR PUBLIC FORUM

(No members of the public were present).

72/11 APOLOGIES FOR ABSENCE

These were received from Cllr Grazier and Cllr Wood (work commitments).

73/11 DECLARATIONS OF INTEREST

None.

74/11 MINUTES OF THE MEETING HELD ON 12th MAY 2011

The draft minutes had been circulated previously. It was proposed by Cllr Mrs Jack, seconded by Cllr Mrs Wilkinson, and resolved that the Minutes be signed as a true record.

75/11 PROGRESS REPORTS FOR INFORMATION

1. Footpath Warden. Clive Bostle was invited to speak. He reported that there have been problems with FP 502, where it crosses the field towards Sidings Lane. This obstruction has been discussed with officers at County Hall and the Parish Council agreed to support any action which was considered appropriate.

Mr Bostle confirmed that arrangements were advanced for the Parish footpath walk on Saturday 30th July, starting from the Green at 2 pm. A suitable route will be devised and posters will be displayed.

He reported that an objection has been lodged by the Ramblers to the planning application at the southern end of Boston Lane. This objection was supported by the Parish Council Planning Committee.

Mr Bostle reported that the footpath parallel to Haselor Lane has been fully restored.

2. Lengthsman. The Clerk was to ask Steve Gwilliam to clear the vegetation on the stretch between the Church and The Dovecote.

3. Crophorne and Charlton Village Hall. Cllr Mrs Wilkinson reported that the refurbishment work is almost finished. The handover is due on 25th July and on 4th September there will be afternoon tea and all are invited to attend and inspect.

4. Workman Trust/Old School Room. There was nothing to report.

5. Parish Plan Group. Cllr Davies reported that a local questionnaire was prepared for consultation at the recent meeting.

6. Street light no. 6, Merryfield. The Clerk reported that the new column has been installed. Western Power has been informed for them to deal with the transfer of the power supply, after which Prysmian will be informed for the old column to be removed.

7. Planning complaints.

(a) Crow Farm. This matter is under consideration in the current planning application.

(b) Land at Fenn Croft, Boston Lane. The Enforcement Officer has informed the Clerk that the work done in the field does not warrant any action by WDC. No reference was made to the non-compliance with the highway conditions, now that the house is occupied and this has been followed up.

(c) Traveller site, Yessell Lane. The Enforcement Officer has informed the Clerk that all the conditions on the planning permission have been complied with, including the submission of certain details.

8. Planning for Travellers consultation. The Chairman reported that he has submitted comments on behalf of the Parish Council.

9. Proposed cycle path, Jubilee Bridge to the cemetery bridge. There have been several meetings and emails, but County Cllr Liz Eyre confirmed that she is pursuing this project on behalf of all residents of the three parishes. .

10. Urgent Matters Committee. The Clerk reported that the CALC Executive Officer had commented that this is not necessary.

76/11 COUNTY AND DISTRICT COUNCILLORS REPORTS

County Cllr Liz Eyre was invited to speak. She reported that WCC is reducing the number of staff; amending the terms and conditions of staff; reducing subsidies on services; consulting on the level of subsidies for services for the elderly; focusing on building the economy of Worcestershire.

District Cllr Tom McDonald was invited to speak. He reported that he has received complaints about Crow Farm; arrangements are in hand to help the CAB service with economies and a management plan; the housing allocation in the South Worcestershire Development Plan has been reduced by some 20%; and the impact of the expected closure of Evesham Bridge is being assessed.

77/11 PARISH COUNCIL PAYE SCHEME

The Clerk confirmed that the Parish Council has now registered with HMRC for PAYE purposes. Payments are quarterly, the first payment being due in July. Because of the level of the Clerk's salary, no NIC is payable by either the Council or the Clerk.

78/11 REQUEST FOR RURAL RATE RELIEF

A letter received from WDC enclosing a letter and form from the landlord of The Gardeners Arms PH which was enclosed with the agenda. It was resolved that £267.92p, as requested, be granted.

79/11 FINANCE

1. Receipts and Payments Account: 01.04.11 – 01.07.11

This was circulated with the agenda and was accepted.

2. Accounts for Payment

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| R D Gurney salary, 01.06.11 – 31.07.11 | £338.88 |
| HMRC (April-June 2011) | £169.00 |

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| Staples UK Ltd - photocopying, stationery (May/June) (4 invoices) £59.82 + £11.97 VAT | £ 71.79 |
| Steve Gwilliam (June) | £220.00 |
| Limebridge Rural Services Ltd (May) £542.00 + £108.40 VAT | £650.40 |
| (June) £442.00 + £88.40 VAT | £530.40 |
| Worcestershire CALC, Clerk's meeting 14.06.11 | £ 7.50 |
| N Power (April-June) £144.58 + £7.23 VAT | £151.81 |
| NALC (for LCR subscription) | £ 15.50 |
| WPD Midlands Networks Services Ltd (£443.00 + £88.60 VAT) | £531.60 |
| Wychavon DC | £267.92 |
| <u>Confirmation of payments made 16.06.11:</u> | |
| Steve Gwilliam (May) | £132.00 |

80/11 ACCOUNTS FOR YEAR ENDING 31ST MARCH 2011

Following the meeting of the Finance WG the Accounts, with amendments to the Notes, were circulated with the agenda and they were explained by the Clerk. These were agreed.

81/11 FINANCE WORKING GROUP

The report of the Finance Working Group meeting was enclosed with the agenda and was accepted. The Annual Return has been sent to the External Auditor.

Cllr Davies had prepared a report on the budgeting process of the Parish Council, which was noted. He drew attention to the possibility that, if there is no increase in the precept for some years, the PC's reserves would decrease considerably. He suggested that the Parish Council ought to establish a draft budget covering 3 years. It was agreed that this matter be further discussed at the next meeting, when tenders for contracts will need to be considered.

82/11 CEMETERY MATTERS

The Cemetery Working Group had not met to discuss the unauthorized interment and the layout of the extension. Cllr Mrs Wilkinson reported that she had received adverse comment about the laying down of the leaning headstones. The Parish Council had considered this, and felt that it had acted properly in the circumstances, as those particular headstones dated from about 100 years ago and the families were no longer living locally.

83/11 FLOOD ALLEVIATION

Cllr Davies submitted a report to the meeting, which was noted, and the Chairman reported on a recent meeting that he and Cllr Davies had attended in Tewkesbury with the EA. The EA has now carried out a survey of properties affected by the 2007 floods to assess the work needed to be done. This scheme is being trialled in Charlton and a meeting is due to be held in the village in September. The EA is also talking with landowners about possible changes to land management, which could have an impact upstream of the village.

84/11 HIGHWAY AND FOOTWAY MATTERS

It was noted that the highway drainage works in Ryden Lane and Brook Lane are progressing well and it appeared that the disruption to residents was not as difficult as first thought. The Clerk was asked to include the land between the church and The

Dovecote on the next agenda and to find out whether this land is within the highway.

85/11 NEW SIGN ON THE GREEN

The Clerk had viewed the sign on the green at Upper Moor and he was asked to find the cost of a similar sign for the Green.

86/11 REVIEW OF POLLING DISTRICTS AND POLLING STATIONS

Wychavon DC is undertaking its periodic review of polling stations in the district. The Parish Council considered that the current arrangements at The Old School Room are suitable and appropriate for Charlton residents.

87/11 REPORT OF PLANNING COMMITTEE

The report of the meeting of the Planning Committee on 16th June 2011 will be included with the agenda for the next meeting.

88/11 ITEMS FROM CALC

The Chairman reported that he was elected Chairman of the Wychavon Area Meeting at the AGM. There was much discussion on the consultation on "Planning for Travellers".

89/11 CORRESPONDENCE FOR INFORMATION

The following correspondence was noted:

1. WDC – notice of publication of Strategic Housing Land Availability Assessment update (available on the website)
2. WDC – invitation to New Homes Bonus event, 18th July, 6 pm. at the Civic Centre
3. WCC – notice of consultation on Landscape Character Assessment, supplementary guidance (comments by 22nd July)
4. Wychavon CAB – letter of thanks for grant
5. Retirement of PC Stuart Toms. Clerk to write with the best wishes of the Parish Council
6. Magazines, including Clerks and Councils Direct, Local Council Review, Newslines

90/11 ITEMS FOR INFORMATION/INCLUSION ON NEXT AGENDA

1. Land opposite the Cemetery
2. Land between the church and The Dovecote

91/11 DATE OF NEXT MEETING

This is agreed for Thursday, 8th September 2011, at 7.30 pm

8th September 2011