

Meeting of Severn Stoke & Croome D'Abitot Parish Council

Wed 27th September 2023, 7.30pm
Croome National Trust Visitor Centre, SOQ room

Date of publication of this notice: 21st September 2023

Councillors, Notice hereby given that a meeting of Severn Stoke and Croome d'Abitot Parish Council will be held on Wednesday **27th September 2023 at 7.30pm** at the SOQ room at Croome National Trust Visitor Centre. Lisa Stevens, Clerk & Resp. Financial Officer, 07950256363, severnstokeandcda@gmail.com



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- The press and public are invited to attend to address councillors on matters concerning the parish (allotted point in the agenda), observe the meeting or inspect draft documents.
- Whilst social distancing is no longer in place, occasionally safety considerations may mean that we close the meeting and reschedule.
- The Register of Electors may be inspected by the Clerk to ascertain attendee residency.
- Names are recorded in the meeting minutes, unless individuals ask for this not to occur.
- With some restrictions, meetings may be filmed or recorded. We are happy to provide guidance on what is permitted. Advice should be sought in advance to avoid disruption.
- Persons attending this meeting can prior note the document 'Information provided at the beginning of each parish council meeting' (QR code to the right).



Scan with your phone to directly access the information provided at the beginning of each parish council meeting.

1	Points of order and to consider any apologies for absence. Nil minutes as July meeting was postponed. Apologies: Jmichael.
2	Declarations of interest a. To note updates to Register of Interests/dispensations. Cllrs are reminded to update their register of interests. b. To declare Disclosable Pecuniary Interests relevant to agenda. Cllrs who have declared a Disclosable Pecuniary Interest/ other Disclosable Interest (para 12(4)(b) Code of Conduct) must leave for the relevant items only, unless a dispensation has been granted. c. To declare any Other Disclosable Interests relevant to the agenda. d. To declare any additions to the Register of Gifts & Hospitality. e. To consider written requests for the granting of a Dispensation (S33 Localism Act 2011). Motion to approve requests.
3	Co-option to fill parish councillor vacancies x 6 - To receive written applications and to co-opt up to six candidates. i. As the number of candidates (2 at the time of publication) is less than the number of vacant seats and the Clerk has confirmed eligibility, a confidential interview session is not required. Candidates will be welcomed, invited to introduce themselves and ask/receive questions in open session. ii. Nomination, seconding and voting (by show of hands) and any decision to co-opt the candidate/s.
4	Flood Bund - Discuss and formulate Motions not requiring written notice Environment Agency update – briefing from Paul Jones <ul style="list-style-type: none"> - Request for an overall high level project plan. - Coordination with Worcestershire County Council. - October residents drop in meeting.
The meeting will be adjourned for Open Forum (Public Question Time) Please refer to the notes on your seat for information about this section.	
5	Councillors' Reports a. CCllr Martin Allen. b. DCllrs David Harrison and John Michael

6	<p>Planning and Enforcement - to consider, comment and resolve to respond to the following applications or enforcement matters.</p> <p>ai. Old Hills Footpath – Outstanding issue of regularisation of route. Matter has been in abeyance 21 years due to WCC Footpaths team’s prioritisation system for DMMOs.</p> <p>aii. Croome Industrial Site (Rebecaa Road) enforcement complaint update.</p> <p>aiii. Land at Orchard House, Kinnersley, Severn Stoke. MHDC ref: MH2324/20, previously approved planning application. Request, Street Naming and Numbering, road name ‘Pear Tree Close’.</p> <p>b. <i>Standing Item:</i> To consider and as required, arrange an extra ordinary parish council meeting for planning applications received after date of publication of this agenda.</p>
7	<p>Project updates - Discuss and formulate Motions not requiring written notice.</p> <p>a. Defford Mill Signs. Options for consideration: i. Contribute (not more than £300) towards Defford Mill brown HGV signage. Total project price is quoted at £1345.68 to the county cllr; or ii. Sourcing similar worded signage cheaper than highways; or iii. Jointly writing with Earls Croome PC to Brightwells to ask them to fund the signage; or iv. Prioritise asking for the Quay Lane passing bay to be made permanent over signage.</p> <p>b. Community renewable energy project</p> <p>c. High Green phone box; - maintenance/refurbishment of & electrical testing progress.</p> <p>d. Daffodils for Kinnersley - Grants and donations total £630 – thank you to those that have donated. - Progress with purchase. Options for storage and progress with volunteers.</p> <p>e. Damaged Litter Bins x 2 - A38 Clifton layby. To receive quotations for replacement. i. <i>Glasdon Jubilee bins</i> ([like for like]: 110litres, £590.45 inc. VAT each) (additional requirements include: £10.68 metal liner; £36.79 ground lock fixing tool; delivery options ranging in region of £15.00), OR ii. <i>Guppy bins</i> (on sale £165.60 inc. VAT each) (additional requirements: £0.00 metal liner; £36.79 ground lock fixing tool; delivery options ranging in region of £15.00). These bins can hold 25% less waste and do not have an ashtray or poster functionality.</p> <p>f. Stone Cottage/London Arch zebra bollards run over by vehicle - Reported to Highways.</p> <p>g. Overgrown hedges obstructing the path in Severn Stoke village.</p> <p>h. D-Day celebrations. 6th June 2024 is the 80th anniversary of the D-Day Landings. - Debate suggestions (King’s Pageant Master): Proclamation 8am; fish & chips, beacons.</p> <p>i. Eastern white traffic calming gate at High Green (On the approach to HG from Kinnersley side). - Damage to be repaired by Highways. Thank you to the lengthsman for arranging this.</p>
8	<p>Parish Hall - Discuss and formulate Motions not requiring written notice.</p> <p>a. Update on notice of application to demolish.</p> <p>b. Community facilities - update from meeting 19th Sept at St Denys’.</p>
9	<p>Lengthsman a. Option for contribution towards maintenance of tools/equipment not exceeding £75.</p>
10	<p>Speeding. a. Update on additional VAS to be shared between Kinnersley, Severn Stoke and Clifton. b. Update on WCC 2 pairs of new 40mph road marking roundels for the A38, south of Stoke Gardens.</p>

11	General Finance and Admin - To discuss and formulate Motions not requiring written notice. a. To consider/motion to approve payment of accounts made in the previous month. App 1. b. To consider/ to approve payment of outstanding accounts this month 2023. App 2. c. To receive the latest bank reconciliation.
12	Correspondence, dates for diary, items for future agenda. Cllrs may use this opportunity to report minor matters of info not included elsewhere on the agenda: - Carols at The Nash on Friday 1st Dec 2023 for The Friends of St Denys. - St Mary Magdalene's Croome D'Abitot Churches Trust meeting on Friday 29th September – 1.00pm, hosted by the National Trust in their meeting room. Volunteer for attendance.
13	Date of next meeting: - Wed 29th November, 7.30pm – (SOQ NT room booked)

Appendix 1. Items already paid since last PC meeting: (Approved under budget or required payment under contract) & **Appendix 2. Items for payment outstanding: (items in yellow below)**

24	07/07/2023	Information Commissioner	Annual membership 2023 - 2024. Direct debit.	£35.00
25	04/07/2023	Mrs Lisa Stevens	Reimbursement. A-board for flood meetings and to be used at PC meets	£48.90
26	04/07/2023	Worcester Wheels	Bus service donation.	£100.00
27	04/07/2023	Mrs Lisa Stevens	Reimbursement of Viking Direct ink cartridges. Not the best - printer keeps rejecting them.	£79.99
28	Awaiting invoice	Worcestershire County Council	£300 donation towards roundels.	£300.00
29	Awaiting invoice	Westcotex Ltd	Additional VAS for Kinnersley. 1 x Portable Speed Indicator Device (SID)	£3590 plus VAT
30	18/07/2023	Mr Simon Bott	Lengthsman invoice June 2023	£293.70
n/a	n/a	Mr Simon Bott	Parish Hall Mowing June 2023. No mowing occurred due to weather.	nil
31	27/06/2023	Internal transfer	Transfer to PC Savings Account	£10,000.00
32	18/07/2023	Mrs Lisa Stevens	Expenses July 2023	£32.41
33	28/07/2023	Mrs Lisa Stevens	Clerk wage June.	£311.84
34	21/07/2023	Mrs Lisa Stevens	Laptop carry and storage case.	£19.99
35	17/08/2023	Mr Simon Bott	Lengthsman invoice July 2023	£289.50
36	17/08/2023	Mr Simon Bott	Parish Hall Mowing July 2023	£90.00
37	Awaiting invoice	DCllr David Harrison	Royal British Legion poppy wreath & donation reimbursement.	£50.00
38	17/08/2023	Mrs Lisa Stevens	Expenses August 2023	£18.90
39	29/08/2023	Mrs Lisa Stevens	Clerk wage July 2023.	£311.84
40	11/09/2023	Mr Simon Bott	Lengthsman invoice Aug 2023	£289.85
41	11/09/2023	Mr Simon Bott	Parish Hall Mowing Aug 2023	£90.00
42	19/09/2023	Society of Merchant Venturers as Endowment	Parish Hall lease.	£453.60
43	19/09/2023	Mrs Lisa Stevens	Expenses Sept 2023	£7.20
44	Standing order end Sept	Mrs Lisa Stevens	Clerk wage August 2023	£311.84
45	07/09/2023	MHDC	Via planning portal. Demolition planning application fee.	£160.00
46	11/09/2023	Mrs Lisa Stevens	Ink cartridges from Stinky Inks. Works in printer.	£158.79
47	11/09/2023	Mrs Lisa Stevens	Arnold Baker Legal Update by Paul Claydon. Rules governing parish councils	£163.00
48	Awaiting invoice	Mr Simon Bott	Lengthsman invoice Sept 2023	TBC
49	Awaiting invoice	Mr Simon Bott	Parish Hall Mowing Sept 2023	TBC
50	19/09/2023	Malvern Hills District Council	Election fee from May 2023	£100.00
51	Awaiting invoice	Worcestershire CALC	Training Larry Freeman	£30.00
52	Awaiting invoice	PCC Severn Stoke	Church room hire 2023	Budget £500
	Awaiting invoice	Mrs Lisa Stevens	Expenses Oct 2023	Estimate £12
	Standing Order end Oct	Mrs Lisa Stevens	Clerk wage September 2023.	£311.84

end