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Norton and Lenchwick Parish Council

Minutes of the Meeting 8th March 2018

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Present: K. Leonard, Chairman, D. Bush, Vice Chairman, Cllrs: S. Drayton, E. Heald, T. Battersby, K. Davies and W. Cope Clerk.

1) Apologies

Edwin Heald, Charlie Homer, Anthony Hopkins

# 2) Declaration of interest

Cllr. Leonard is married to the Lengthsman, and must be excluded from any conversations in relation to this. She

is also a trustee of the parish hall.

# 3) Public Session

No members of the public present

4) Review of minutes of previous meeting

Approved the minutes of the Council Meeting held on the 11th January 2018

# 5) District / County Councillor’s Reports

No reports

# 6) Chairman’s Report

The Chairman deferred to the Vice Chairman for his report on the Spring Conference. Councillor Bush reported that further cuts to the budget have been made by Worcestershire. The CALC presentation noted that CiLCA training was available for £250. Councils with a CiLCA qualified Clerk would be able to apply for General Power of Competence. There was a presentation on the Virtual Headteacher SEN with a robust plan for five years. Highways indicated that there was more money available for pot hole repairs. GDPR presentation noted parish councils are required register with ICO before 25th May 2018 and appointment of data protection officer was required.

7)Field Path Officer’s Report

The Field Path Officer requested the purchase of bark mulch for a particularly muddy spot on NL521

the footpath through the playing field to Lenchwick. It was voted to allow the purchase of mulch and to expend

no more than £25.

8) Lengthsman Report

The lengthsman reported that the park rules sign was repaired and rehung.

# 9) Finance and Policy

a) A minor revision was made to the budget to correct an error.

b) The Council did not owe the Clerk for a PAYE discrepancy.

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10) Community Outreach and P.A.C.T reports.

The Parish Council agreed PACT was finished as Inspector Morgan has now move jobs. Our request was left with his replacement and it was hoped the new Inspector would contact Councillor Battersby but to date she had not. It was recognised that a lack of finance makes it difficult for the police. It was decided to keep up contact with Harvington Parish Council and consider keeping in contact with the Chairman’s group from Cropthorne.

1. Progress reports and New Items.
2. Cllr. Battersby reported that the proposed site for the VAS machine was up in the air because a

high-pressure gas main was located near the area, requiring the site be inspected by a Wales & West

engineer to precisely locate the gas main at a cost of £192.80. A motion was made and seconded to order the inspection and the motion was carried.

1. There is a requirement for the council to register for GDPR. Registration to be completed by the Clerk.
2. A motion was made and seconded for the parish newsletter to be printed with the best price possible and delivered by 7th of April. Councillor Battersby recommended using Working World for the delivery and would contact them. A motion was made and seconded to expend no more than £100 on refreshments for the Annual Parish Meeting.
3. The Parish Clerk to contact the contractor who had quoted for the playing field perimeter fence to say that the project was in abeyance.
4. There is still work to be carried out on the trees in the parish according to D. Jeanes quote. The Clerk was asked to contact Worcester County Council Highways regarding their ownership of the trees on Kings Lane adjacent to the playing field. The rest of the work to be considered at next council meeting in May.
5. Consultation for the New Homes Bonus to take place at the Annual Parish Meeting in April and is being advertised in the Parish Newsletter and notices will be placed on the notice boards.
6. A motion was made and seconded to select E. Selkirk for the internal audit at a cost of £95. Motion was passed.

12) Correspondence

The Clerk received a telephone call from Mrs S. Harness regarding her mother’s dust bin being used by someone (known to them) for depositing dog poo. A recommendation to call 101 if it happens again.

13) Planning

Boardman Signs

Wood Norton Conference

Norton Farm

Newland

14) Creditors to be paid.

All paid per addendum

# 15) Date of next meeting

Meeting 3rd May 2018.

Meeting adjourned 9pm

Signed/dated

Kathleen Leonard, Chairman