**DRAFT MINUTES OF ORDINARY PARISH COUNCIL MEETING**

**Held at St. Bartholomew’s Church, Naunton Beauchamp**

**Monday, September 3rd 2018 at 7:30pm**

**Present :** Cllr A. Howarth (Chair)

 Cllr D. Hudson Cllr N. Roberson

**In attendance**: District Councillor L. Robinson County Councillor R. Adams

 Clerk – Mrs L Stewart 0 members of public

There were no public questions.

1. **Apologies**

Cllr M. Butler submitted apologies due to illness, accepted

1. **Declarations of Interest** – none recorded
2. **To approve the minutes** for July 2nd 2018, approved and signed by Chairman.
3. **To consider any grants for dispensation** – none requested
4. **Progress Reports for Information**
	1. PARISH CLERKS REPORT

Clerk confirmed that NHBS application has been submitted. All actions from previous minutes have been completed. Clerk has been updating policies that are impacted on by the GDPR regulations and will present them for approval at this meeting. Data Audit in progress.

Clerk is attending the next CiLCA training on September 28th.

 **Payment Proposed for approval**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Description | Amount £ | Payment No. | Chq No. |
| (i) | Lengthsman | £205.00 | P18-14 | 100530 |
| (ii) | Salary - August & September  | £541.87 | P18-15 | 100529 |
| (iii) | Parish Expenses  | £ 32.14 | P18-16  | 100531 |
|  |  | **£779.01** |  |  |



1. **New Homes Bonus Scheme –** Clerk confirmed that the application will be considered by the Localism Panel at the next meeting (10th September 2018).
2. **Telephone Box –** Clerk read out an email from DC Taylor advising that West Mercia Police intend to complete the refurbishment and installation of a defibrillator in the Autumn.
3. **Parish Councillor Vacancy** – Chair confirmed that Cllr Brand had resigned from office since the previous meeting. Chair commented that she would like to record the Council’s thanks to Cllr Brand for her commitment and attendance to the Council meetings during her time in office. Wychavon have been notified and relevant notice pinned to the noticeboard.

1. **District Councillors Report** – Cllr Robinson advised that the changes to waste collection will become effective mid-October, parishioners should check their post for information. There will be new refuse vehicles using a combination of biofuels. Also changes to the recycling will be implemented to include the collection of: small electrical appliances, household batteries, textiles etc.

Wychavon are supporting an initiative with i-chooser to help fund better deals on gas/electricity bills, this can be accessed via [www.worcestershire.gov.uk/energyswitch](http://www.worcestershire.gov.uk/energyswitch) it is quick and easy to register and is open until 8th October 2018.

Finally, Cllr Robinson discussed a forthcoming event to be held at Peopleton Village Hall on 16th October, this will bring together representatives of; Wychavon DC, Worcester CC, Police, Highways, Planning and enable the public to raise concerns and questions. A poster has been pinned to the village noticeboard with further details.

**County Councillors Report -** Cllr Adams advised that rural crime, (car theft in particular) has shown an increase recently. An event related to Rural Crime is being held on 22nd November at the Three Counties Showground and will be attended by Police, NFU, Young Farmers Association, etc.

Cllr Adams commented that in light of budget restraints he would recommend that the Parish Council look at what needs to be done within the parish, such as signage, and consider how it may be achieved. Perhaps ear-marking monies within the PC’s own budget.

Cllr Adams outlined the WW1 “Coming Home” 100 year commemorations on 14th September at Worcester Cathedral, and a drumhead event at Ghulevelt Park on 15th September.

1. **Parish Lengthsman**
	1. Clerk advised that the overgrowth of weeds/nettles by the bridge have been cut back by lengthsman on two occasions in August. Some growth is returning.
	2. Clerk reported that WCC had emailed a list PPE that all lengthsmen should be using and details of training. The lengthsman has advised that some of his equipment needs updating and Clerk has queried how the equipment is funded. Awaiting response from WCC.
	3. Clerk advised that year to date payments of £860 have been made from the Lengthsman Scheme budget and due to some 2017 invoices being paid from 2018 budget there may be a shortfall later in the year.
	4. No items to be reported for Lengthsman to action.
2. **Policy Documents** relating to:
	1. Freedom of Information Policy
	2. Freedom of Information Model Publication
	3. GDPR Policy
	4. Data Retention Policy
	5. Email Contact Privacy Notice

These policies were presented by Clerk and approved by the Council, signed by Chair.

1. **Highways**
	1. **Broadband Cable**  - work now completed.
	2. **International Sign, Seaford Lane** – Cllr Adams confirmed that a sign for the access from the main road is now in place, although a sign at the other end of Seaford Lane would be ideal, it is not yet in process.
	3. **Sunken Road** – Seaford Lane. Cllr Adams confirmed that bore holes have been done and filled in. Patching and coating will be finished.
	4. No further Highways issues.
2. **Crime Report**

Report received from PCSO Tinkler on 3/9/2018,

“Burglary of outbuilding – nothing taken 31/07”.

1. **Planning**
	1. EEDR/HP3433YU/A001 A&C Poultry Farm, Upton Snodsbury

Chair attended the open event on 3/9, as did Cllr Robinson. Both were concerned by the wording used by the Environment Agency in terms of issuing a permit, as “Minded to Approve” – suggesting that the outcome of the consultation is a foregone conclusion.

Chair read out an excerpt from the consultation document in relation to actions that must be undertaken by the owners of the poultry farm to mitigate it’s impact, as follows:-

“Submit a written report to the Environment Agency for technical assessment and approval. The report must contain the results of a review of the surface water treatment efficacy of the ‘wetland area’…. The review must include monitoring of the upstream (of any discharge from the site) and downstream quality of the Piddle Brook. The upstream and downstream monitoring of the brook must be monthly spot tests, meet MCERT standards and include the following parameters:

* Biologoical Oxygen Demand
* Ammoniacal Nitrogen
* Suspended Solids, and
* Phosphorus

If the review highlights deterioration in piddle brook, with respect to these parameters, then the report must assess whether any additional mitigation is appropriate”.

For Naunton Beauchamp there are concerns of; pollution into Piddle Brook, odours from faeces, and also at times of washing out sheds, etc. nitrate damage to the soil, flooding

Cllr Robinson added that a facility farming up to 40,000 birds does not require a permit at all – and therefore may operate uncontrolled. Also concerns were expressed that the ‘monitoring’ should be done by experts. Cllr Robinson also advised that the previous landowner had installed pipes into ditches to flow into the brook – these should be blocked to prevent pollution.

* 1. 18/ 01754/HP Plumtree, Seaford Lane –rear extension, front and rear dormers. ***Action: Clerk to post comment on portal re. neighbour’s privacy due to rear balcony****.*
1. **Finance**
2. All payments approved as per Clerks Report, see minute 5a. Cheques signed.
3. **Councillors Reports and Items for Future Agenda**
4. Chair advised that she has reported the fly-tipping incident on the approach into the village on the left-hand side, there is some concreate and rubble that has been dumped and is spilling off the footway onto the road.
5. Cllr Robinson confirmed that the anti-social behaviour of youngsters at night congregating at the ford continues. Glue cannisters are being thrown into the neighbouring field where sheep graze. **Action: Clerk to report to PCSO J Pardoe.**
6. Cllr Robinson commented that Grafton Flyford are looking to extend their village hall, they are seeking support locally from other PC’s who may see a benefit. The Council were positive in their support for the idea. Cllr Robinson will feedback to Grafton Flyford.
7. **Correspondence**
	1. Clerk advised that a South Worcestershire Survey had been received to assess open spaces, recreational areas, buildings etc. Clerk will complete and return.
8. **Date of next meeting** is scheduled for the 6th November 2018 at 7:30pm.

The meeting closed at 20:40hrs.

**SIGNED………………………………….. Chairman Date ……………………**