

# BRETFORTON PARISH COUNCIL

Minutes of the Meeting held on  
Tuesday 4<sup>th</sup> May 2021  
Via Zoom.

## PRESENT:

Cllr J Cleveland	Vice-Chairman
Cllr R Davis	Chairman
Cllr G Collins	
Cllr L Hall	
Cllr K Carter.	
Cllr A Grant	
Cllr A Adams	County Councillor
Cllr N Smith	
Cllr T Appleby	
Cllr A Powell	District Councillor

## APOLOGIES (accepted):

## OPEN FORUM:

## ELECTION OF CHAIRMAN AND VICE-CHAIRMAN

Parish Clerk took the Chair and invited nominations for:

**Chairman** : Cllr Davis was nominated by Cllr Collins, seconded by Cllr Smith.  
Cllr Davis was elected Chairman and took the Chair.

**Vice-Chairman** : Cllr Cleveland was nominated by Cllr Carter, seconded by Cllr Collins.

All in favour.

**Declaration of Acceptance of Office forms** will be signed by Cllr Davis, Chairman and Cllr Cleveland, Vice-Chairman at next meeting.

## DELEGATION OF POWERS :

### Planning – Delegation to Clerk

The Council as statutory consultee, delegates all decisions arising under development control consultations with the Chairman and Vice Chairman. The Clerk will arrange for relevant papers to be circulated to the named Cllrs who should return the Council's responses within the prescribed consultation period.

Decisions made under this Delegation will be reported to and minuted at the next Council meeting.

Under this Delegation, and in particular with regard to controversial major development proposals, the Clerk in consultation with the Chairman, may decide that a Parish Council and/or Extra-Ordinary meeting be called to consider the matter or that the matter be referred to the next Parish Council Meeting, whichever is applicable.

Proposed by Cllr Collins, Seconded by Cllr Hall.

### **Burial Grounds – Memorial Headstones**

The Council delegate the approval of memorials and additional inscriptions to the Clerk. Under this Delegation any request, which is considered to be unusual and requires further consultation will be referred to the next Council meeting.

Proposed by Cllr Hall, Seconded by Cllr Cleveland.

### **Urgent Decisions of the Council**

Urgent decisions required between scheduled meetings of the Council are delegated to the Clerk in consultation with the Chairman and Vice Chairman of the Council. Under this delegation, where appropriate the Clerk may decide that an Extra-Ordinary meeting of the Council be called to deal with this urgent matter.

Proposed by Cllr Hall, Seconded by Cllr Carter.

## **PARISH COUNCIL MEETING**

### **County Council:**

- See report which is displayed, when supplied, on school noticeboard and at [www.bretfortonpc.uk](http://www.bretfortonpc.uk)
- Covid cases are at their lowest in Worcs since August 2020.
- Surface dressing is being carried out all over the county.
- Cllr Cleveland asked about drains and when they are routinely cleared. This is not done as a matter of course but when required. Cllr Adams is pushing for a gullies map which he hopes will be launched later in the year which will show the gully, when it was cleared, its current state. There is a pilot of this currently and it could be rolled out to PC's and eventually residents.
- Cllr Cleveland asked about footpaths and primarily the footpath along Station Road. Budgets have increased substantially on footpaths standing £6-7 billion now. Station Road is on the list but should keep being reported and logged to keep up the profile.
- Cllr Cleveland asked about recycling and whether Cllr Adams is aware of where products are shipped in Europe after recycling. 45% of waste is recycled in Worcs, Cllr Adams will establish where it goes.
- Cllr Appleby asked about black plastic waste which was raised at a recent NFU meeting, this will need investigating. Vale of Evesham has tremendous results on recycling with companies being very pro-active.

### **District Council:**

- Wychavon is back to face to face meetings from Monday 10<sup>th</sup> May 2021 and are working around the guidelines.
- There is still no update on planning appeal on Station Road.
- Vicarage Nurseries planning has been approved. Packing shed can only pack Vicarage products and accommodation is tied to agricultural workers but not necessarily from that site.
- SDWP- Amended plan will be publicised in August 2021. Sites are on website, any change in nature or size will be included. Bretforton has been recommended for 18 properties per hectare. Total needed in Bretforton is just over 40, there are very few preferred sites available.

### **MINUTES:**

Minutes of the Meeting held on 12<sup>th</sup> April 2021 were circulated. Proposed by Cllr Grant. Seconded by Cllr Cleveland. All in favour to accept the minutes. **Minutes will be signed at next available meeting.**

#### **OPEN FORUM ITEMS:**

#### **DECLARATION OF INTEREST:**

- a. Councillors are reminded of the need to update their register of interests.
- b. To declare any personal interests in items on the agenda and their nature.
- c. To declare any prejudicial interests in items on the agenda and their (Councillor Councillors with pecuniary interests must leave the room for the relevant item(s)).

None.

#### **REPORTS FOR INFORMATION.**

##### **Clerk;**

- Standing Orders and Financial Regulations- Copies have been sent out and were re-confirmed, Cllr Collins, seconded by Cllr Hall.

##### **Chairman;**

- **Clerks Review (closed session).**
- It was unanimously agreed to make a donation of £90 for the upkeep of the village webpage, proposed by Cllr Cleveland, seconded by Cllr Grant.

#### **FINANCE:**

- a. **Invoices and payments approved for settlement including account balances and payments. Proposed by Cllr Grant, Seconded by Cllr Collins. All in favour.**

## **Bank Account Reconciled Statement**

<b>Lloyds Bank Current Account</b>	<b>01875579</b>	<b>30-93-11</b>
Statement Number	49	Bank Statement No. 49
Statement Opening Balance	£3,811.38	Opening Date 01/04/21
Statement Closing Balance	£18,231.64	Closing Date 26/04/21
True/ Cashbook Closing Balance	£18,231.64	

Date	Cheque/ Ref.	Supplier/ Customer	Debit (£)	Credit (£)	Balance (£)
01/04/21	BACS210401WDC	Wychavon DC	50.00	0.00	3,761.38
06/04/21	BACS210406AE	Andrea Evans	33.80	0.00	3,727.58
06/04/21	BACS210412MP	Maurice Parkinson	663.60	0.00	3,063.98
06/04/21	Transfer		0.00	3,000.00	6,063.98
08/04/21	Transfer		15,473.42	15,473.42	6,063.98
09/04/21	BACS210409MG	Martin Grinnell	0.00	525.00	6,588.98
12/04/21	BACS210412AE	Andrea Evans	696.57	0.00	5,892.41
12/04/21	BACS210412EON	Eon UK Ltd	135.60	0.00	5,756.81

12/04/21	BACS210412GM	Getmapping	40.50	0.00	5,716.31
12/04/21	BACS210412JK	Joseph King	350.00	0.00	5,366.31
12/04/21	BACS210412PM	Phil Moxon	95.00	0.00	5,271.31
12/04/21	BACS210412PS	Playsafety Ltd	198.00	0.00	5,073.31
12/04/21	BACS210412SM	Smartcut Ltd	492.00	0.00	4,581.31
12/04/21	BACS210421AE	Andrea Evans	14.39	0.00	4,566.92
12/04/21	BACS210426VG	Vale Gardens	60.80	0.00	4,506.12
14/04/21		HMRC	0.00	4,913.88	9,420.00
14/04/21	BACS210414MG	Martin Grinnell	0.00	525.00	9,945.00
15/04/21	BACS210415WDC	Wychavon DC	0.00	10,975.00	20,920.00
19/04/21	002388	HMRC	120.40	0.00	20,799.60
19/04/21	BACS210419AE	Andrea Evans	18.82	0.00	20,780.78
19/04/21	BACS210419HN	Henson	13,170.00	0.00	7,610.78
19/04/21	BACS210419MT	Michael Tennant	315.14	0.00	7,295.64
19/04/21	BACS210419TM	Terry Miles	150.00	0.00	7,145.64
19/04/21	BACS210419WDC	Wychavon DC	0.00	12,036.00	19,181.64
22/04/21	BACS210422AT	Andy Tyrrell	550.00	0.00	18,631.64
26/04/21	BACS210426AE	Andrea Evans	50.00	0.00	18,581.64
26/04/21	BACS210426JK	Joseph King	350.00	0.00	18,231.64

## Bretforton Parish Council

### Expenditure transactions - payments approval list start of year 01/04/21

Tn no	Cheque	Gross	Heading	Invoice date	Details	Cheque
8	BACS21041 2ZU	£1,708.01	20300	12/04/21	Zurich Insurance - annual insurance	£1,708.01
29	BACS21043 0WC	£780.76		30/04/21	Worcs CALC – membership	£780.76
1		£710.72	20400		membership	
2		£70.04	20400		membership nalc	
Sub Total		£2,488.77				
		£602.35			Confidential	
<b>Total</b>		£3,091.12				

- b. The Annual Governance Statement on the annual return for the year ending 31<sup>st</sup> March 2021 was noted and approved. Proposed by Cllr Cleveland, seconded by Cllr Hall with a unanimous vote in favour and signed by Chairman and Clerk.**
- c. The accounting statements for the year ending 31<sup>st</sup> March 2021 was noted and approved, proposed by Cllr Cleveland, seconded by Cllr Collins. with a unanimous vote in favour and signed by Chairman and Clerk**
- d. The Internal Auditor Report on the annual return for the year ending 31<sup>st</sup> March 2021 was noted and approved, proposed by Cllr Hall, seconded by Cllr Cleveland with a unanimous vote in favour.**

ITEMS FOR DISCUSSION.

1. New footpath-Recreation Ground.- i. Update on progress-Path is now complete and being well used. Signs have been ordered and received and will be put up by Andy Tyrrell. The existing signs will be removed. Discussion took place about new benches. It was agreed that clerk should get prices for soldier bench design and cricket design, circulate to councillors so that they can be ordered. It was agreed to get prices for a lectern with information about memorial trees. Cllrs Grant and Cleveland will liaise to prepare the information ensuring that everyone is included in memory, clerk will then get price. At the June meeting, a date will be decided upon for opening of path and perhaps include Wychavon in the event.
2. Provision of disabled play equipment- Clerk has applied for grant from National Lottery for £9888 being the amount to enhance play area with pieces for disabled/sensory users. Path has now been laid to reach play area from car park.
3. Website- Update on progress- Website is live and has been detailed in village magazine. Further flyers need to be put on noticeboards and FB to raise the profile. Residents have seen page as PC has had 2 requests via the 'contacts' page.
4. Speeding on B4035- Speedwatch- PC now has 6 volunteers which includes some councillors. Clerk will advertise again as this is the first stage in getting other measures in place to reduce speed. Speed check will be in early summer.
5. Memorial Hall- Hall holds approx. £11k funds. Cllr Davis will prepare a schedule of works that could be done which will include storage, decorating, cleaners sink. Cllr Carter will get an up to date quote for decorating and clerk will get blind prices from contact from Cllr Hall. Works ideally need doing during school holidays.
6. Greening of Back Lane-Next agenda.

**Wychavon District Council.**

**Worcestershire County Council.**

**CALC –**

**LENGTHSMAN:**

- **Tasks for the lengthsman.**

**PLANNING – APPLICATIONS:**

**Parish Council comments recorded on Planning Portal.**

**Applications for Consideration:**

**APPEAL:**

**REFUSED:**

**APPROVED:**

**21/00581/FUL - Land adjacent to Plant Produce, Stoneford Lane, Bretforton.**

Installation of 150kw of ground mounted solar PV panels

- **OTHER ITEMS**
- **ENFORCEMENT**

**Publications**

**CLERKS REPORT on Urgent Decisions since last meeting**

**COUNCILLORS REPORTS & ITEMS FOR FUTURE AGENDA.**

**Meeting closed at 8.38.pm.**

**Date of the next meeting;** Discussion took place on when and how the June meeting should be held. Government have agreed that with effect from 7<sup>th</sup> May 2021, meetings should be face to face but restrictions do not allow this until 21<sup>st</sup> June 2021. It was therefore agreed that the PC meeting would take place on 14<sup>th</sup> June 2021 but be held outdoors in the gardens of The Fleece. Future arrangements will be agreed at the June meeting.

**Monday 14<sup>th</sup> June 2021 in the gardens of The Fleece pub.**

Signed: .....

Date: .....