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NORTH CLAINES PARISH COUNCIL (NCPC)

**MINUTES OF THE MEETING HELD AT**

FERNHILL HEATH BAPTIST CHURCH

On Monday October 2nd 2017 at 7.30 pm

**PRESENT:** **Chairman** Cllr M Sainsbury (MS)

 Cllr J Carter (JC)

 Cllr B Hollis (BH)

 Cllr A McManus (AMM)

 Cllr M Drinkwater (MD)

 Cllr K Savage (KS)

 Cllr M Farmer (MF)

 Cllr S Routledge (SJR)

 Cllr P Philips (PP)

 County Cllr A Miller (AM)

#### To receive apologies for absence and to approve reasons for absence.

 Apologies were received and accepted from Cllr P Maybury (PM) District Cllr A. Miller

 and District Cllr L. Duffy (LD)

1. **Declarations of Interest**

a) Register of interests; Councillors are reminded of the need to update their register of interests.

b) To declare any other Disclosable Pecuniary Interests in items on the agenda and their nature. There were no interests declared.

c) To declare any Other Disclosable Interests in items on the agenda and their nature. There was an interest declared in item 8.2 – Maycot planning application by Cllr MD.

d) Written requests for the council to grant a dispensation (S33 of the Localism Act 2011) are to be with the clerk at least four clear days prior to a meeting.

Councillors who have declared an interest left the room for the relevant items as per the code of conduct and the North Claines Parish Council standing orders.

Failure to register or declare a Disclosable Pecuniary Interest may be a criminal offence.

1. **To consider the approval of the minutes from the last Parish Council Meeting that was held on Monday September 4th 2017.**

The minutes were signed and approved as a correct record.

**Meeting Adjourned for public question time**

The meeting was adjourned to allow members of the public to raise matters

 This period was not part of the formal meeting; and brief notes are appended to the minutes as an aide memoire.

#### Progress reports from the previous minutes and any matters arising for information (if not considered elsewhere on the agenda)

**5.** **The Brum**

5.1 Opportunity for Councillors to raise matters with regard to the Brum and

 report on actions from the previous minutes.

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 Two large floor mounted bins have been ordered from Wychavon. It was agreed that Cllr JC would meet with the engineer to help with correct positioning when they arrive. Clerk will liaise to organise this.

 Top Cut is to plant new trees on the Brum recreation ground as agreed at the last Parish Council meeting.

**6 Highways, Footpaths and Lighting.**

6.1 Update on any highways actions from or since the last meeting.

 Cllr KS is monitoring the dog waste situation and once the development near Bevere is complete, then an assessment as to the necessity of extra bins will be made.

6.2 Opportunity for Councillors to raise any matters with regard to highways, footpaths or lighting.

 There was nothing reported. Reports submitted to Highways since the last meeting are attached to the minutes

7. Correspondence for information only.

* West Mercia Police - Report on crime activity for September
* Wychavon District Council – Diamond Jubilee Community Recognition Award.
* Calc Updates
* Clerk and Councils direct magazine
* St Johns Baptist Church – Magazine for September

8. Planning

8.1 Neighbourhood Plan Committee

 The Committee met P Kelly from the River Trust with regard to the proposed Fish Pass in Bevere. The minutes of this meeting are available online.

 It was noted that the bridge to Bevere Island was in a poor state of repair and it may be an opportune time to investigate if the maintenance of the bridge could be taken over by Wychavon or Worcestershire CC. AM/MS have set this process in motion although there is no information available as yet. AM is meeting various bodies on 12th October and will discuss the bridge in addition to the fish passes.

 AMM is to arrange a meeting of the Neighbourhood Plan Committee to discuss progressing the plan and to decide which elements of the plan are to be prioritized.

8.2 Planning applications for decision

 17/01805/HP

 7 Windmill Cottages

 Dilmore Lane

 Fernhill Heath

 WR3 7RX

 Single storey rear extension.

 Approved by North Claines Parish Council

 17/01783/HP

 Kissing Tree Cottage

 Danes Green

 Claines

 Worcester

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 WR3 7RS

 Kitchen extension and storm porch.

 The Council could not comment on this application due to the poor documents supplied and the sketchy nature of the documents.

 17/01933/HP

 177 Droitwich Road

 Fernhill Heath

 Worcester

 WR3 7TZ

 Detatched annexe to provide additional accommodation to host house.

 Approved by North Claines Parish Council

 17/01823/HP

 Maycot

 97 Droitwich Road

 Fernhill Heath

 WR3 8RJ

 Proposed extension and demolition of buildings, new kitchen, utility room etc.

 Approved by North Claines Parish Council

8.3. Planning application decisions by Wychavon.

 Approval

 17/01437/HP

 Vigornia Cottages, 83 Droitwich Road, Fernhill Heath, WR3 8RJ

 Demolition of existing extension and erection of new extension.

8.4 Any other planning business

8.4.1 It was noted that that the agent for the application re Dilmore Lane 17/01491/FUL had responded to all the comments made by Wychavon and NCPC and all the removed trees are to be replaced.

8.4.2 The installation of the 4 way traffic lights at the junction at Hurst Lane was discussed. AM is monitoring the situation.

9 Report from District and County Councillor.

9.1 Report from A Miller

* Street lights are being replaced.
* Concrete street lights are also to be replaced.
* As bulbs need replacing, LED bulbs will be used.
* £6million is to be used to care for children to bring the current system up to standard.
* The incinerator at Hartlebury is working very well.
* New LEA School “Rivers” is to be built.

9.2 Report from L Duffy – LD sent her apologies.

10. Newsletter and website

10.1 Update on the next newsletter.

 It was agreed that a small “events” newsletter is to be published and distributed before Christmas. To be in the same format and with the same publisher as before.

 It was also noted that the website needs updating.

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11 Finance.

11.1 Invoices as per the attached list were accepted for payment at the Council meeting.

11.2 Payments received

 Wychavon District Council Precept second installment £44240

 HM Revenues and Customs VAT refund 2016-2017 £13,489.75

 Worcestershire County Council Interest on savings account 21 £61.79

11.3 The annual return from the Parish Councils external auditor – Grant Thornton

 Has been certified and returned.

 The completion of the audit is on the website.

**12 Parish Maintenance**

12.1 litter picks are to be held on October 19th, November 16th and December 14th.

 It was **agreed** that MF could source and buy 10 additional items to help with the litterpick at an approximate cost of £14 per item.

 MF noted the large amount of rubbish in the region of Dilmore Lane – near the flats. It was **agreed** to provide a bin at that point.

 It was **agreed** that unauthorised signs on lampposts could be removed.

13 Councillors items for consideration.

 MF asked if Father Christmas could drive around the parish on 16th December. It was agreed that MF could buy an appropriate suit for him to wear.

14 Dates of the next Parish Council meetings.

 November 13th and December 4th 2017

Signed Clare Shinner

Clare Shinner

Dated 9 October 2017

Abbreviations

 AM – County and District Cllr A Mille

 AMM - Cllr A McManus

 BH – Bob Hollis

 Cllr – Councillor

 JC – Cllr John Carter

 KS – Cllr Kevin Savage

 LD - County and District Cllr L Duffy

 MD - Cllr Margaret Drinkwater

 MF - Cllr Meg Farmer

 MS - Cllr M Sainsbury

NCPC – North Claines Parish Council

NPC – Neighbourhood planning committee

 PM - Cllr P Maybury

 PP - Cllr P Philips

 SJR - Cllr S J Routledge

 WCC – Worcestershire County Council

 WDC – Wychavon District Council

**Public question time**

* A member of the public asked if it was possible to have the details of the solicitors who are instructed to fill in the relevant forms for the footpath by Sling Lane issue.

 The Council noted that the solicitors were to fill the forms out on behalf of the Parish Council and the decision would be made by the country access department in Worcestershire County Council. It was deemed that access to the solicitor was not appropriate, and that the County Council should be contacted instead.

* Two members of the public asked if the increased traffic towards Martindale Farm could be monitored for weight restriction/ speed restriction purposes. Cty Cllr AM noted that due to the agriculture/diversification nature of the business, it would be difficult to put a weight restriction in place.
* The development work at The Shire - Dilmore Lane is ongoing. There appears to be people already living in the houses despite this being a contravention of the planning approval. Clerk to inform planning enforcement.
* The pinch point at Danes Green and Dilmore Lane is still in situ and two cars cannot pass. This issue is ongoing.

**Actions for October 2017**

4 Two large floor mounted bins for the Brum

 JC to help with correct positioning when they arrive. Clerk

8.1 Neighbourhood Plan Committee

 It was noted that the bridge to Bevere Island was in a poor state of repair -maintenance of the bridge could be taken over by Wychavon or Worcestershire CC. AM/MS have set this process in motion

 AMM is to arrange a meeting of the Neighbourhood Plan Committee to discuss progressing the plan and to decide which elements of the plan are to be prioritized.

10.1 Update on the next newsletter.

 It was agreed that a small “events” newsletter is to be published and distributed before Christmas. To be in the same format and with the same publisher as before. KS and MF

 It was also noted that the website needs updating. KS

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 It was agreed to provide a bin at that point.Clerk

 It was agreed that unauthorised signs on lampposts could be removed.

13 MF asked if Father Christmas could drive around the parish on 16th December. It was agreed that MF could buy an appropriate suit for him to wear.

**Public question time**

* The development work at The Shire - Dilmore Lane is ongoing. There appears to be people already living in the houses despite this being a contravention of the planning approval. Clerk to inform planning enforcement.
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**Highways etc. reports -**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| 11/09/2017 | WCC | Light on Post office lane out no 3 | 380886 |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
| 11/09/2017 | WCC | Blocked drains on Hurst Lane | 381301 |  |  |  |
|  |  |  |  |  |  |  |
| 11/09/2017 | WCC | Blocked drains on A38 outside SPAR | 381304 |  |  |  |
|  |  |  |  |  |
| 11/09/2017 | WCC | Bevere village sign needs replacing | 381370 |  |  |  |
|  |  |  |  |  |  |  |
| 20/09/2017 | WCC | reflective post missing corner of  | 387130 |  |  |  |
|  |  | Danes Green and path opposite. |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |  |
| 20/09/2017 | Homeowner | hedge at no 9 Cresswell |  |  |  |
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|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
| 25/09/2017 | TO Top cut | weeds on the pavement along A38  |  |  |  |
|  |  | on railway bridge need pulling up and related ivy |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
| 25/09/2017 | Top Cut | Hedge on Danes Green Open Space needs attn |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |

**Invoices for Payment agreed.**

**Top Cut services** Contract for September **£2836.39**

**HMRC** Tax and NI for the Clerk for the month of September 2017 **£223.40**

**Clerk** Salary for the Clerk for September 2017 **£1024.27**

**Top Cut** – Agatha Gardens additional to contract August 2017 **£54**

**Top Cut** – Lengthsman services August 2017 **£30**