

The Minutes of Lindridge Parish Council Annual Meeting
Wednesday 11^h May 2016 at 7.30pm at Lindridge Parish Hall

Present: Cllr Mrs A Winwood, Cllr Mrs T Lowe, Cllr N J Benbow,
Cllr Mrs D Hawkeswood, Cllr Mrs K Pardoe, Cllr H Williams, Cllr S Workman,
Cllr D Evans, Cllr Mrs M Morris.

In Attendance: None.

PC1. Elect a Chairman

Cllr Mrs Winwood was nominated by Cllr Mrs Lowe, seconded by Cllr Workman and duly elected.

PC2. Elect a Vice-Chairman

Cllr Workman was nominated by the Chairman, seconded by Cllr Mrs Hawkeswood and duly elected.

PC3. Accept a Declaration of Office from Elected Chairman

Declaration was signed by Cllr Mrs Winwood.

PC4. Receive Apologies for Absence

Apologies received from PCO V Snape.

PC5. Register of Interest Forms

Cllr Mrs Morris had completed her Register of Interest Form.

PC6. Declarations Personal and Prejudicial Interest

The Chairman declared an interest due to her role as Public Path Warden and for having footpaths on her property.

PC7. Minutes of the 9th March 2016 Meeting

The Minutes were adopted and signed by the Chairman.

PC8. Appoint Parish Council Representatives

- **Parish Hall Committee:** Cllr Williams agreed to continue as representative.
- **Public Path Warden:** The Chairman agreed to continue as representative, with help from Cllrs Workman and Evans.
- **Worcs Council Association of Local Councils:** Chairman/Vice-Chairman/representatives of the Parish Council would attend as and when available.

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PC9. Agree, check and minute accounts

Cllr Mrs Hawkeswood and Cllr Benbow agreed, checked and signed accounts.

Accounts paid since last meeting

- Parish Clerk, Salary – March & April 2016 £543.88

Accounts Unpaid

- | | |
|---|---------|
| • Parish Clerk, Expenses for March & April 2016 | £ |
| 93.20 | |
| • Parish Lengthsman – March 2016 | £168.00 |
| • Worcestershire CALC – Training & Good Councillors Guide | £ |
| 33.90 | |
| • Worcestershire CALC – Membership Fee | £383.98 |
| • Came & Company – Insurance Renewal | |
| £274.50 | |
| • Lindridge Parish Hall – Hire – 9/3/16 & 6/4/16 | £ |
| 54.00 | |
| • Mr S Workman – reimbursement for costs associated with
Emergency shed. | £ |
| 32.25 | |
| • Parish Lengthsman – April 2016 | |
| £149.50 | |
| • Mr C Bunn – Maintenance to Notice Board | £ 20.00 |

A change of monthly standing order for the Parish Clerk from £271.94 - £274.94 from 1st May 2016. The mandate was signed by the Chairman and Vice-Chairman.

Cllr Benbow and the Clerk would meet before the next meeting to calculate the surplus to be transferred to the Business Account. This would be reported at next meeting.

Members had received a copy of the End-of-Year Report. The figures were approved and the Chairman and RFO signed to agree.

PC10. Progress Reports for Information

District Councillor – Nothing to report.

County Councillor – Nothing to report

Police Representative – Nothing to report

Parish Hall Representative – Cllr Williams reported that had been made to the lighting both inside and out. The lights inside were now dimmable and that the stage had spotlights with different colours. The car parking lighting now had LED lights that would turn off at 10 pm. Also a new cooking range had been installed. The improvements had been paid for by money received from the Big Lottery Grant. He confirmed the grounds were being well maintained. The gas tank issues remains outstanding. An agreement was being looked into for the weekly emptying of the bins; these should be treated as trade waste. The Chairman wished to express the thanks of the Parish Council to the Parish Hall Committee for all the work being put into maintaining the property.

Public Path Warden – The Chairman reported that WCC had produced a set of

standing orders for prioritising maintenance of footpaths. The Clerk would arrange for a copy to be circulated to all Members.

Councillors

Cllr Mrs Pardoe asked if the road sweep and gullies near to the Parish Hall had been reported. The Clerk reported it had been. She also reported that several residents had commented on a micro-brewery possibly being set up within Eardiston. The Clerk was asked to keep Members informed of an application if received.

Cllr Williams reported that a resident of Cutmill Bridge had complained of the current parking situation there. Both the Chairman and Cllr Williams had taken a look and agreed that parking does seem to be difficult as there were quite a number of vehicles parked everywhere. Emergency vehicles would have difficulty accessing parts of the Close. The Parish Council would write to Stonewater Housing Association at Leominster asking to step in and manage the situation.

Cllrs Mrs Hawkeswood had been asked by a resident if they would be issued with more than one black of refuse sacks. The Clerk confirmed that only one black was now issued from MHDC. Cllr Workman said that the cherry recycling sacks are available free of charge and can be handed out during library hours by the library staff. Black refuse sacks are no longer available to purchase. A representative from the Hub is available at Tenbury library on Fridays to deal with general enquiries.

Cllr Mrs Lowe reported that that monitoring of the Moto X was being conducted. Both noise and number of day's usage being recorded. Further tracks were being developed.

Cllr N Benbow reported that noise from the Moto X was excessive and he confirmed that he lives mile and a half away from where it is held. He had also been approached regarding the possibility of extending the footpath from Cutmill Bridge to around near to Deepdene. The Clerk to check on this.

Cllr Mrs Winwood reported on the recent situation of the severe cutting of the verges and confirmed that she had discussed with Cllr K Pollock. It was agreed that a letter to be sent outlining our concerns. It was agreed that it should be better managed by WCC and the Contractor.

Clerk – The Clerk reported that she had her appraisal with the Cllr Mrs Lowe (Chairman until May 2016) and Cllr Mrs Winwood. This had gone well and the Chairman recommended that the Clerk would receive the next increment; to SCP 24 on the Pay Scale effective May 2016. The Clerk also reported that she had received notification of the poor state of the Menith Wood noticeboard. The lengthsman had done remedial work to it, but confirmed that it would require replacing in the near future. Cllr Benbow requested that funds were in place for fixed asset replacement and asked for the Clerk to obtain quotations.

PC11 – Insurance Renewal – The Clerk reported that a quotation had been received from Came & Co. All assets and categories were covered. However, a question was

asked would there be sufficient insurance cover if flood damage occurred to the car park at the Parish Hall. Cllr Benbow was to liaise with Mr C Carter of the Parish Hall and Came and Company and discuss if extra cover was required. Cllr Benbow would report to the Clerk before the next meeting, as a revised annual cover may have to be received from Came and Company, before the current year expires on 31st May 2016.

PC12 - Complete Section 2 – Annual Governance Statement for Audit Return

The Statements were read out and confirmed as correct for the Chairman's signature. The Clerk would upload relevant documents to My Parish website.

PC13 – Emergency Plan – Please see attached report from Cllr Williams.

PC14 – Lindridge Autumn Show/School Competition – The proposed date of the show was yet to be confirmed. Cllr Mrs Pardoe would be the Parish Council representative for this year. The Council agreed that from within this year's budget, £200 would be allocated to the show.

The Clerk had contacted the Headmistress of Lindridge Primary School to establish a theme for this year's competition and to confirm dates of judging and prize giving. The theme this year would be The Queen's 90th birthday celebrations. The Chairman and Mrs Lowe would attend on Thursday 9th June to judge the entries and on Friday 10th, Cllrs Mrs Morris would present the prizes at assembly.

PC15 – Road and Drainage Issues – Current issues were:-

- Road and bank dropping below Cherry View, Frith Common – The Clerk confirmed that she had received an update from the Structural Maintenance Manager, confirming what we already know of the poor state of the carriageway. Geotechnical investigation had provided outline design options, however, given the current financial climate they have not been in a position to take these forward. They are investigating alternatives in order to undertake repairs at the location. Monitoring will continue until repairs carried out. The Clerk was asked to contact Cllr Pollock and WCC and establish what is actually happening with the above, particularly when confirmation had been received that works would be carried out within this financial year. A suggestion was made as to whether the time had come to write to our Worcestershire MP – Harriet Baldwin with this matter.
- Mill Lane – The Clerk was asked to contact Tom Palmer of WCC to establish if the works proposed for the Spring Time had been carried out.
- A456 – Broombank – Nothing to report at the moment.
- Lower Frith Common – “Fidoes Bank” was reported that the surface breaking up and that overhanging growth from hedgerows were now causing a problem; this may incur problems for access to Emergency Vehicles.
- Loose drain gully, tarmac disintegrating, near Cutmill Bridge, Eardiston.

PC16 – Speed Reduction Measures in Eardiston – The Clerk reported that she had received from Safer Roads Partnership the following data from 1st January 2016 to early April: 13 visits made to Eardiston on a variety of days and times throughout the daylight hours. This was a total of 22 hours enforcement. 137 notices had been sent out to motorists (speeds ranging from 35 to 41 mph, most at the lower end) an average of just over 6 per hour.

The Clerk was to arrange a meeting with Bob Haynes, along with the Chairman and Vice-Chairman and visit those particular black spots in Eardiston and discuss visual methods that could be introduced to help with the slowing down of vehicles.

Cllr Mrs Hawkeswood asked if a similar system such as Newnham Bridge, where you enter at 40mph then reduce to 30mph may be an option to consider for Eardiston.

The Clerk also reported that she had received feedback from the Clerk of Abberley in connection to the vehicular activated warning signs they have installed. These were put in place as to make drivers aware of approaching a bend. The Clerk would try to contact the representative at the time from Accident Studies who recommended that these should be implemented and seek advice for Eardiston.

The Clerk also reported that the serious fatal accident that occurred near to the School/Church, would produce an accident report. We would be informed of this when it is issued at a future date.

PC17 – Parish Awards – Cllr Williams reported that three theoretical nominations received, however, the applications were required to meet a particular standard and that confirmation of those successful entries made would be confirmed at the next meeting. A date would be fixed at the next meeting for September 2016 for the event to take place.

PC18 – Parish Lengthsman – The Clerk reported that interviews of two candidates had taken place with Cllr Mrs Lowe and Cllr Benbow. The successful candidate is Mr Chris Bunn. Chris already undertakes lengthsman duties for Mamble, Rochford and Tenbury.

The Chairman asked if the lengthsman could look at a drain near to the Far End, Frith Common and a drain in Lower Frith Common.

PC19 – Review planning matters, applications and decisions

PLANNING REFERENCE – 15/01220/OUT

Outline application for a residential development of up to 21 dwellings on a bus/coach garage and workshop, and green field paddock with all matters reserved except for access.

The Garage House, Eardiston, WR15 8JL

APPLICATION WITHDRAWN

PLANNING REFERENCE – 16/00259/HOU

Alterations and extensions to provide detached garage, ensuite bedrooms, relocated kitchen and utility.

Dumbleton House, Eardiston, Worcestershire, WR15 8JP
Dr & Dr Fairbrother
PLANNING APPROVAL

PLANNING REFERENCE – 16/00359/HOU

Removal of existing conservatory and formation of two storey extension with first floor extension over existing single storey. Whole property to be rendered.
Damson Orchard, Menith Wood, Worcestershire, WR6 6UG
Mr I Warr

PC20 – Report of Matters Arising from Last Meeting –

The Clerk to obtain prices of filing cabinet.

The Clerk reported that she had received email from Daniel Wilson, Enforcement Investigations Officer of MHDC, that the original planning application of 11/01194/FUL for 9 Lower Frith Common had not been taken up on-site and therefore no requirement to comply with the relevant condition. However if future concerns are raised in connection with the sewage and drainage of this property, the Parish Council were advised to make contact.

The Chairman reported that she could not find any legislation covering footpaths in connection with dog fouling, despite trying to seek the advice from MHDC.

PC21 – Correspondence for information –

- Email to and received from G Brienza – re: road slip at Frith Common
 - Thank you letter from Lindridge Pre-School for donation cheque received
 - Email sent to D Perridge, Safer Roads Partnership – results of recent local survey
 - Email received from D Perridge, Safer Roads Partnership.
 - Email to and from Daniel Wilson, MHDC, Enforcement Investigations Officer – re: Workshop – Eardiston.
 - Email to and received from Cllr K Pollock – in connection to serious road traffic accident.
 - Letter received from MHDC, Legal Services.
 - Email received regarding noticeboard at Menith Wood.
 - Letter received from The Pensions Regulator
 - Email to and received from Anne Watson – Parish Clerk for Abberley re: speed awareness signs.
- **PC22 – Items for Future Agenda**
- - Emergency Plan
 - Lindridge Autumn Show
 - Road and Drainage Issues
 - Speed Restrictions in Eardiston
 - Standing and Financial Orders

- Parish Awards

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PC23 – Items for Teme Span and Next Meeting Date

Items to be submitted:-

Chairman's Report to Annual Parish Meeting

The next meeting will be on Wednesday 13th July at 7.00pm at the Old Chapel Hall, Menith Wood.

The meeting ended at 9.35p.m.