

BRETFORTON PARISH COUNCIL

Minutes of the Meeting held on
Monday 9th May 2011
in the Memorial Hall

PRESENT:

Cllr R Davis	Chairman
Cllr L Hall	Vice-Chairman
Cllr K Wright	District Councillor
Cllr A Grant	
Cllr J Johnson	
Cllr B Cleaver	
Cllr J Cleveland	

APOLOGIES;

Cllr K Carter	
Cllr T Bean	County Councillor

OPEN FORUM:

No-one attended.

PARISH COUNCIL MEETING

Parish Clerk took the Chair and invited nominations for;

Chairman: Cllr R Davis was nominated by Cllr Grant. Seconded by Cllr Johnson.

Cllr R Davis was elected Chairman and took the Chair.

Vice-Chairman: Cllr Hall was nominated by Cllr Grant. Seconded by Cllr Cleaver.

All in favour.

Declaration of acceptance of office Forms were signed by Cllr Davis-Chairman and Cllr Hall-Vice-Chairman.

Declaration of acceptance of office forms were signed by all elected Councillors except Cllr K Carter.

It was agreed that Cllr Carter could sign at the next meeting. Proposed by Cllr Johnson. Seconded by Cllr Cleveland. All in favour.

County Council:

No report

District Council:

No report

MINUTES:

Minutes of the Meeting held on 11th April 2011 had been circulated and were approved and signed.

DECLARATION OF INTEREST:

B Cleaver-Sports Club
L Hall-Church Clock

SUB-COMMITTEES

General Purpose & Finance; Cllr Hall, Cllr Davis, Cllr Grant.
Planning & Burial Ground; Cllr Johnson, Cllr Wright, Cllr Cleveland.
Recreation Ground, Roads, Footpaths & lights; Cllr Smith, Cllr Cleaver.
All sub-committees include Chairman and Vice-Chairman.
Proposed by Cllr Wright. Seconded by Cllr Smith. All in favour.

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 Councillors who should return Councils 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 or 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 Johnson. Seconded by Cllr Cleveland.

Burial Ground-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 Wright. Seconded by Cllr Grant.

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 Johnson. Seconded by Cllr Cleveland.

CALC REPRESENTATIVES:

Cllrs Hall and Cleaver agreed to take this role.

OPEN FORUM ITEMS.

Speeding on B4035-Cllr Wright is meeting with Highways to raise issue.

PROGRESS REPORTS FOR INFORMATION.

Clerk;

Lloyds TSB Savings Rates-Clerk raised the fact that higher rates of interest could be obtained for the funds currently on the investment account. Suggested that Clerk invest funds on 6 week, two three and twelve month account based on usage of previous year of funds.

Proposed by Cllr Wright. Seconded by Cllr Johnson. All in favour.

Section 137 payment-Churchyard & clock Maintenance. Payment now due, suggested amount of £280 as in previous years. Proposed by Cllr Smith. Seconded by Cllr Cleaver.
Annual Audit. Clerk advised that accounts are completed and notice to electors had been displayed. Proposed that Chair signed off accounts. Proposed by Cllr Hall. Seconded by Cllr Johnson. All in favour. Proposed that Chair signed off Statement of Governance. Proposed by Cllr Johnson. Seconded by Cllr Wright. All in favour. Accounts and documentation will be submitted by the required date of 20th June 2011 by Clerk.

Chairman;

ITEMS FOR DISCUSSION.

- i. Allotments**
 - i. A large number of residents attended the meeting on 11th April 2011 to see ideas for the allotment gardens. These were largely welcomed with ideas and suggestions put forward. There are currently 26 residents interested in obtaining a plot which is within the estimated number available. Next stage is to contact residents in the vicinity of land to ask for feedback on proposal before submission to Planning, in particular to the access of the plot. It was also suggested that alternative sites be considered if anyone heard of land available through word of mouth. Letter to be sent to residents and copied to Gardening Club. Also letter to be sent to Nick Wheatley updating him on current position. Proposed by Cllr Smith. Seconded by Cllr Johnson.
 - ii. A request has been received to house beehives on this allotment garden. Unfortunately it was felt that this would not be suitable. However, asked that the person contact him as he may be able to locate an alternative site. Proposed by Cllr Wright. Seconded by Cllr Johnson.
 - iii. Letter of objection has been received. Send a letter of acknowledgement and thanks for bringing points to the attention of PC.
- ii. Red Telephone Boxes.** Next agenda.
- iii. Sports Club-** Concerns have been raised about parking at large events. Send letter asking for plans to manage parking at future events in order for PC to approve events.
 - ii. Leylandii Trees. Quote received from Arborvale to reduce trees at a cost of £290. Approved. Proposed by Cllr Johnson. Seconded by Cllr Hall.
- iv. Lengthsman tasks for 2011. Next agenda.**
- v. Letter from Peter Luff** re audit and Clerks Paye. Read out. Relevant to Clerk.
- vi. Interment of Ashes for K Maycock.** Clerk had received a request from Merstow Green Funeral home for this interment. When paperwork was received Clerk contacted them to advise that this could not be carried out as deceased isn't a resident as per Burial Ground rules. Funeral Director had suggested various ways to accommodate this, which were referred to Chair but still weren't in line with Rules laid down. Funeral Director advised widower after the funeral of the situation and he asked if he could contact Clerk to explain situation and ask that the matter be raised at PC meeting. Clerk agreed to bring the matter before PC rather than the matter be raised at open forum and wait until June's meeting. NB Deceased has family plots in BG that could be used. PC declined the request due to the rules governing BG. Proposed by Cllr Hall. Seconded by Cllr Grant. All in favour. Contact widower by telephone and send letter copied to Funeral Director.

Wychavon District Council

- i. Standards Training New Councillors-**Details handed out.
- ii. Knowing Wychavon Communities Report 2011.**
- iii. Parish matters-**Handed out.

Worcestershire County Council.

- i. Bus Service Review Phase ii-** Comments are important to affect outcome.
- ii. Evesham Area Forum-Date.**

CALC – Handed out.

Following document received for new Councillors;

- Guide to becoming a Councillor.
- All about Local Councils.
- Being a Good employer.
- The Good Councillors Guide.

PLANNING - APPLICATIONS:

Parish Council comments recorded on Planning Register

APPROVAL:

APPEAL:

WITHDRAWN;

- **REFUSED:**

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- **OTHER ITEMS –**

- **ENFORCEMENT**

CORRESPONDENCE For Information.

Publications

Fieldwork

Clerk & Councils Direct.

CLERKS REPORT on Urgent Decisions Since Last Meeting.

COUNCILLORS REPORTS & ITEMS FOR FUTURE AGENDA.

Website

Village Hall Letting

Street Lights –Rolling Programme

Retired Councillors

ROADS/FOOTWAYS/GREENING OF THE VILLAGE:

Potholes –

Street Lights.

Other Items- Polytunnels on footpath near Vicarage Nurseries, footpath 542 has been gated and reports of polythene being burned. Contact Footpaths Officer and Environment agency.

Caravan on Back lane-Report to Enforcement.

Finance:

April 2011.

Income:	£
Opening Balance:	11490.18
Investment Account	25870.17
Interest	.94
Precept	11750.00
VAT Refund	3288.90
Worcs CC/lengthsman	350.00

Expenditure:	£
A Evans	231.33
A Evans/expenses	143.46
Printer cartridgesx3	27.94
Site Map/R Davis	21.00
Rural rate relief/ James	74.42
Rural rate Relief/ Duffy	148.84
Hicks/Play inspection	136.08
Limebridge	241.20
Refuse Bags	2.00
B Wansborough duplicate chq	587.50
AON Insurance	2443.64
A Evans backdated pay	17.20

Invoices to be approved:

A Evans-Salary	248.53
A Evans/Audit 12hrs	119.29
Terry Miles/Audit	250.00
Eon	156.00
NPower	628.90
Worcs Calc	417.24
Limebridge	637.20
Eon	3962.65
Ohl	13.34
Bret PCC	280.00
J Johnson	6.03

Invoices and payments approved for settlement. Proposed by Cllr Hall .Seconded by Cllr Johnson.
Meeting closed at 9.35pm

Date of the next meeting; 13th June 2011.

Signed:

Date: