

BRETFORTON PARISH COUNCIL

Minutes of the Meeting held on
Monday 8th April 2019.
At the Memorial Hall, Bretforton.

PRESENT:

Cllr R Davis	Chairman
Cllr G Collins	
Cllr N Smith	
Cllr K Wright	District Councillor
Cllr A Grant	
Cllr J Johnson	
Cllr A Curry	

APOLOGIES:

Cllr J Cleveland	Vice-Chairman
Cllr K Carter	
Cllr Alastair Adams	County Councillor

OPEN FORUM:

No-one attended.

PARISH COUNCIL MEETING

County Council:

See report which is displayed, when supplied, on school noticeboard and at www.worcestershire.gov.uk/myparish.

District Council:

- Evesham Job Centre is remaining in situ for the time being.
- Bretforton is 1 in 7 uncontested wards.
- There are free property marking events around Evesham, the next local one being at village rec fields, Honeybourne on 23rd April 2019 between 4-6pm.
- There is 3 million pounds of funding available for the renovation of older village hall buildings.
- There are 2 road closures affecting Bretforton, Station Road on 13th-15th April 2019 and Clayfield Road at crossing on 12th May 2019.
- A pre-application on Land off Honeybourne Road has been received, no further details at this stage.

This is Keith Wright's final meeting as District Councillor for Offenham and Bretforton. He has enjoyed the role but it is time to let someone else take the reins.

Chairman, Rob Davis thanked Keith for all his hard work and support in many matters over the years and expressed his thanks that Keith would be staying on as parish councillor.

MINUTES:

Minutes of the Meeting held on 11th March 2019 were circulated. Proposed by Cllr Smith. Seconded by Cllr Collins. All in favour to accept the minutes.

OPEN FORUM ITEMS:

- **Planning Application- W/19/00412/FUL.**
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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;

- Vat amount claimed is £1977.32
- Fixed Deposit for BG has been re-invested for a further 3 months with a reduction of £500 for bench maintenance.

Chairman;

- Clerk's annual review was carried out in closed session and a payscale of SCP35, rate £16.65 with effect from 1st May 2019 agreed.
- Asset of Community Value criteria has been met for Bretforton Social Club and will now be considered by DC Keith Wright as the next stage of the process.

FINANCE:

Bank Account Reconciled Statement

Lloyds Bank Current Account	01875579	30-93-11	
Statement Number	26		
Statement Opening Balance	£6,749.78	Opening Date	03/03/19
Statement Closing Balance	£7,525.89	Closing Date	31/03/19
True/ Cashbook Closing Balance	£7,525.89		

Date	Cheque/ Ref.	Supplier/ Customer	Debit (£)	Credit (£)	Balance (£)
04/03/19	Transfer		0.00	293.60	7,043.38
05/03/19	Transfer		0.00	734.80	7,778.18
06/03/19	BACS190311AE	Multiple Suppliers/ Customers	57.97	0.00	7,720.21
11/03/19	BACS1190311WCC	Worcestershire County Council	0.00	146.00	7,866.21

11/03/19	BACS190211AE	Andrea Evans	427.78	0.00	7,438.43
11/03/19	BACS190311AE	Andrea Evans	438.05	0.00	7,000.38
13/03/19	002248	L Kerr	150.00	0.00	6,850.38
15/03/19	002256	Maurice Parkinson	146.00	0.00	6,704.38
15/03/19	002257	Maurice Parkinson	260.00	0.00	6,444.38
18/03/19	BACS190318AE	Andrea Evans	1.74	0.00	6,442.64
19/03/19	002253	HMRC	107.00	0.00	6,335.64
20/03/19	002250	Wychavon DC	617.71	0.00	5,717.93
20/03/19	002252	Andy Tyrrell	545.00	0.00	5,172.93
21/03/19	002249	Graphic Print Partnership	56.00	0.00	5,116.93
22/03/19	002245	Phil Moxon	70.00	0.00	5,046.93
22/03/19	002255	Phil Moxon	70.00	0.00	4,976.93
22/03/19	BACS010319BSC	Bretforton Sports Club	0.00	67.00	5,043.93
29/03/19	BACS190329WCC	Worcestershire County Council	0.00	2,054.18	7,098.11
31/03/19		Andrea Evans	-427.78	0.00	7,525.89

Bank Account Reconciled Statement

Lloyds Bank Instant Account	07881821	30-93-11
Statement Number	10	
Statement Opening Balance	£10,486.69	Opening Date 27/11/18
Statement Closing Balance	£5,488.79	Closing Date 31/03/19
True/ Cashbook Closing Balance	£5,488.79	

Date	Cheque/ Ref.	Supplier/ Customer	Debit (£)	Credit (£)	Balance (£)
01/12/18	BACS181109LB	Lloyds Bank	0.00	0.45	10,487.14
10/12/18	BACS181210LB	Lloyds Bank	0.00	0.45	10,487.59
09/01/19	BACS190109LB	Lloyds Bank	0.00	0.43	10,488.02
11/02/19	BACS190211LB	Lloyds Bank	0.00	0.47	10,488.49
22/02/19	Transfer		5,000.00	0.00	5,488.49
11/03/19	BACS190311LB	Lloyds Bank	0.00	0.30	5,488.79

Bretforton Parish Council

Expenditure transactions - payments approval list Start of year 01/04/19

Tn no	Cheque	Gross	Heading	Invoice date	Details	Cheque
1	002258	£445.50	20500	08/04/19	Wychavon DC - bin maintenance	£445.50
4	BACS190408AE	£13.29	20500	08/04/19	Andrea Evans - dog signs	£709.89
5	002259	£239.40	21400	08/04/19	EdgeIT - renewal of package	£239.40
6	002260	£70.00	21100	08/04/19	Phil Moxon - defib & Play inspection	£70.00
7	002261	£99.09	21200	08/04/19	Lynette Williams - BG gardening	£99.09
8	002262	£432.00	20500	08/04/19	Ancient Oaks - tree works	£432.00

9	d/d190401 WDC	£48.00	21200	08/04/19	Wychavon DC - garden waste bin-BG	£48.00
11	002263	£200.00	21400	08/04/19	Terry Miles - internal audit	£200.00
14	002267	£270.00	20100/1	08/04/19	Maurice Parkinson – Mowing	£372.00
15	002267	£102.00	20100/2	08/04/19	Maurice Parkinson – mowing	£372.00
16	002268	£48.00	21300	08/04/19	Maurice Parkinson – Lengthsman	£48.00
18	002265	£492.00	20100/2	08/04/19	Smartcut Ltd - Amenity & Verge mowing	£492.00
19	002264	£557.22	20500	08/04/19	Wychavon DC - Bin at sports club	£557.22
20	002269	£36.00	21400	08/04/19	Getmapping - online mapping	£36.00
21	002270	£151.20	20500	08/04/19	John Hicks - Play inspection	£151.20
		£824.60			Confidential	

Total £4,028.30

- a. **Invoices and payments approved for settlement including account balances and payments. Proposed by Cllr Collins, Seconded by Cllr Johnson. All in favour.**
- b. **The Annual Governance Statement on the annual return for the year ending 31st March 2019 was noted and approved. Proposed by Cllr Wright, seconded by Cllr Johnson with a unanimous vote in favour and signed by Chairman and clerk.**
- c. **The accounting statements for the year ending 31st March 2019 was noted and approved, proposed by Cllr Collins, seconded by Cllr Grant 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 31st March 2019 was noted and approved, proposed by Cllr Collins, seconded by Grant with a unanimous vote in favour.**
- e.

ITEMS FOR DISCUSSION.

1. **Car parking on greens-** Parking on greens was considered in 2016 but not enough quotes could be gathered, however there is still a problem with parking on the triangle between Grange Road and Clayfield Road. It was agreed to obtain quotes for 5inch x 5inch 4 feet posts including post mix and fitting on 2 sides of triangle from Orchard Fencing, Maurice Parkinson and Andy Tyrrell and Cllr Curry would obtain a quote from a contact. Cllrs Davis and Curry agreed to meet on site if required. There is no current issue on triangle between Coldicotts Lane and Station Road. Grass cutting will need to be considered before fitting the posts.
2. **Memorial Hall-** List of current users, their fees and booking times together with a copy of the legal documents and the past 2 years accounts were provided for Cllr Curry who will meet with Community First who provide a health check of village halls suggesting what is required to improve the hall. Suggestions were made on who may be able to keep regular checks of safety issues such as fire requirement and appliance testing. Clerk advised that some outstanding cheques had now been cancelled and that the funds had been credited to the account and that part of the petty cash, £400 had been received and also credited, although there is still a further amount outstanding. It was concluded that only village residents can be on the hall committee with the exception of the clerk as booking officer. The paid position will be further considered at the next meeting when more information will have been gathered. There are grants available for village halls which need to be considered as well as storage to make the hall more attractive to users.
3. **Land Committee-** Members have now met, are focusing on land in the village and have a number lines of enquiry to pursue.
4. **Grit Bins-** New locations have been approved and bins with salt ordered for delivery to lengthsman.

Wychavon District Council.

1. Conservation Area review- This was approved at Planning Committee on 7th March 2019 and again at Executive Board on 13th March 2019, this is moving forward in the process.

Worcestershire County Council.

CALC –

PLANNING – APPLICATIONS:

Parish Council comments recorded on Planning Portal.

Applications for Consideration:

APPROVAL:

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APPEAL:

The Rookery, Main Street Bretforton refusal is going to appeal and therefore the enforcement case is currently on hold.

WITHDRAWN;

- **OTHER ITEMS**

- **ENFORCEMENT-**

CORRESPONDENCE For Information.

Publications

CLERKS REPORT on Urgent Decisions Since Last Meeting.

COUNCILLORS REPORTS & ITEMS FOR FUTURE AGENDA.

- Village Hall re-modelling
- Bulb Planting-September 2019.
- Honeybourne Road footpaths-Cllr Davis to take pictures.

Meeting closed at 8.35pm

Date of the next meeting; 13th May 2019.

Signed:

Date: