

**Annual General Meeting of Ripple Parish Council
held at Ripple Parish Hall on Monday, 14th May 2018 at 7.00pm**

Present:- Cllr Aldridge, Blake, Jones, Sutton and Weyman
In Attendance:- Mrs V Portch – Clerk, Cllr Owenson, Cllr Middleborough, 2 members of the public

MINUTES

1. Election of Chairman and signing of Declaration of Office
Cllr Jones proposed Cllr Blake as Chairman of Ripple Parish Council for a further twelve months, unanimously agreed. Chairman signed the Declaration of Office.
Proposed by Cllr Jones Seconded by Cllr Weyman
2. Apologies - To receive apologies and to approve reasons for absence.
None
3. Election of Vice Chairman
Cllr Blake proposed Cllr Jones as Vice Chairman of Ripple Parish Council, unanimously agreed.
Proposed by Cllr Blake Seconded by Cllr Aldridge
4. Declarations of Interest: None
 - a. To declare any Disclosable Pecuniary Interests in items on the agenda and their nature.
 - b. To declare any Other Disclosable Interests in items on the agenda and their nature.Councillors who have declared a Disclosable Pecuniary Interest, or an Other Disclosable Interest which falls within the terms of paragraph 12(4) (b) of the Code of Conduct, must leave the room for the relevant items.
5. To note RPC Standing Orders (circulated by email) Clerk has circulated these to all Councillors prior to this meeting. Noted. Cllr Blake proposed that the urgent decisions limit be increased to £300.00 in any one instance. Unanimously agreed. Proposed by Cllr Jones Seconded by Cllr Weyman
6. To note the Code of Conduct (circulated by email) Clerk has circulated these to all Councillors prior to this meeting. Noted.
7. Minutes - The minutes of the meeting held on 16th April 2018 were approved and signed by the Chairman.
Proposed by Cllr Jones Seconded by Cllr Weyman
Cllr Sutton arrived at 7.10pm
8. To receive report from District Councillor
Cllr Owenson that the rural rubbish collection on alternate weeks was working well, the town collections were not working so satisfactorily, feedback would be appreciated. It was confirmed that only one bin od landfill waste would collected, recycling collections would be slightly more flexible. MHDC held its AGM the previous week with no significant changes to report.
9. To receive report from County Councillor
Cllr Middleborough reported that the Bow Lane gravel extraction scoping opinion was anticipated to be was anticipated to be lodged as a planning application by the end of the year, further public consultation was expected. Any submission by RPC would be provided to Twynning Council. Cllr Jones praised the efficiency of the road works on the A4104 and the recent road surface and gully repairs undertaken at Stratford Bridge (A38). Plans for the Police Commissioner to take over a joint role with the Fire Service were slowed pending a number of Judicial Reviews for similar actions elsewhere in the country.
10. Progress reports from:
 - a. Clerk
General administration of correspondence, emails and post. Administration of Lengthsman Scheme. Minutes of last meeting. Preparation of documents for compliance with new Data Protection requirements effective from May 2018. Uploading of documents to WCC website on-going as part of migration from existing website for compliance. Research into acquisition of domain. Discussions regarding Section 106 funds and potential projects. Preparation of grant application for further "Communications Hub" funding. Communication with Cemex regarding £250 grant allocation. Follow up meeting with contractor regarding play equipment on

W408

recreation ground. Research into draft Grant and Donation policy. Investigation into appropriate leisure equipment suitable for the recreation ground. Discussions with local resident regarding issues regarding enforcement action on Bow Lane and dangerous dogs and pigs. Preparation of material for Annual Parish Meeting and communications with parties attending to provide presentations. Invitation, Agenda, Chairman's Report, GDPR form and Recreation Ground Questionnaire distributed to all residents.

b. Management Group

Management Group met to review on-going issues and set agenda for this meeting. Review of minutes of last meeting. Discussion regarding feasibility of potential projects for Section 106 funding within parish. Approval to submit grant applications for further funding for noticeboards. Review of the various proposed planned road works affecting Upton. Chairman attended Upton Town Partnership. Review of proposed consultation document and Data Protection document to be circulated to residents with annual Chairman's Report and invitation to Annual Parish meeting and logistics and arrangements for the meeting. Discussion regarding non-availability of Police for Annual Parish Meeting for the second year.

c. Finance Group

Cheques from last meeting distributed. Ledger updated. Preparation of year end accounts and delivery to internal auditor. Uploading to website of financial documents for compliance with Transparency requirements.

d. Urgent Decisions Group

Purchase of two replacement VAS batteries at the request of the Lengthsman, existing units no longer retain a charge. Approved by Cllrs Blake and Jones. Approved by Cllr Weyman and Seconded by Cllr Aldridge

e. Planning Group (schedule circulated)

Planning:

Councillors are requested to review applications/documents online please.

Please note that with immediate effect submission will be circulated by Cllr Jones for comment.

Ripple Parish Council – Planning Applications as at 10 May 2018

Application Number	Location	Proposal
<u>18/00588/HP</u>	The Barn Fowlers Farm Naunton Upton Upon Severn Worcester WR8 0PY	Erection of a single story oak framed carport to the rear of 1 existing garage.
<u>17/00372/OUT</u>	Land North East of Upton Marina, East Waterside, Upton Upon Severn, Worcester WR8 0PB	Outline planning application for the erection of up to 70 residential units with all matters reserved except for means access.
<u>18/00490/CM</u>	Bow Farm Bow Lane Ripple Tewkesbury GL20 6EW	Request for a Scoping Opinion for the extraction of approximately 2.2 million tonnes of sand and gravel (cross boundary with Gloucestershire County Council).
<u>18/00272/HP</u>	Sunnymead Naunton Upton Upon Severn Worcester WR8 0PY	Demolition of brick garage and erection of single storey extensions to existing bungalow.
<u>18/00387/CAN</u>	Lavender Cottage School Lane Ripple, Tewkesbury GL20 6EU	Fell one conifer
<u>18/00147/FUL</u>	Land at (OS 8751 4007) Strensham Road Naunton Upton Upon Severn	Erection of general purpose agricultural building
<u>18/00321/CLPU</u>	2 Ploughfield Close Holly Green Upton Upon Severn, Worcester WR8 0RY	Application for a Lawful Development Certificate for a prop rear single storey extension
<u>18/00271/CAN</u>	The Coach House The Cross Ripple Tewkesbury GL20 6HA	Fell two conifers, as detailed on application form
<u>17/01782/OUT</u>	Oakford Naunton Upton Upon Severn, Worcester WR8 0PZ	Outline application for one residential unit with all matters reserved
<u>18/00085/FUL</u>	The Cottage Tewkesbury Road Upton Upon Severn Worcester WR8 0PU	Change of use of land to a mixed use to provide improved and residential access on A38
<u>18/00148/FUL</u>	Land at (OS 8751 4007) Strensham Road Naunton Upton Upon Severn	Temporary use of land for the siting of a timber cabin for occupation by a rural worker
<u>18/00087/FUL</u>	Grove House Yard Tewkesbury Road Upton Upon Severn	Proposed Extension of Existing Commercial Yard to Provide Parking and Access Road with Landscaping
<u>18/00120/CAN</u>	Bank Farm Uckinghall Tewkesbury GL20 6EP	Undertake works to several trees, including a number of removals, as detailed on application form and in accompanying information
<u>18/00113/HED</u>	Hedgerow At (Os 8561 4095) East Waterside Upton Upon Severn	Removal of 0.7 km of hedgerow
<u>17/01858/HP</u>	29 The Woodlands Ryall Upton Upon Severn Worcester WR8 0PQ	Erection of a single storey brick and glass extension off the conservatory
<u>18/00050/HP</u>	The Old Rectory The Cross Ripple, Tewkesbury GL20 6HA	Replace external cellar steps with new and construct rear lobby/porch.
<u>18/00051/LB</u>	The Old Rectory The Cross Ripple, Tewkesbury GL20 6HA	Replace external cellar steps with new and construct rear lobby/porch.
<u>18/00031/HP</u>	Byewater Rectory Lane Ripple	Garage conversion with new roof and lantern, porch extension

f. Staffing and Training Group

Distribution of communications and liaison with MHDC and WCC.

11. Finance

To Consider approval of the accounts for the year ended 31 March 2018. A discussion took place regarding the accounts. It was unanimously agreed to approve the accounts for the year ending 31st March 2018, the accounts having been previously audited by Gallagher & Co Accountants.

Proposed by Cllr Weyman Seconded by Cllr Aldridge

Approval of invoices including renewal of CALC.

It was agreed that the CALC service was a valuable facility and should be renewed for a further 12 months. Proposed by Cllr Aldridge and Seconded by Cllr Jones

Cheques were raised and signed.

Cheque No. 1214 M Tomkins £252.00 Lengthsman April 2018

Cheque No. 1215 Penpal Studio £859.00 Printing

Proposed by Cllr Jones Seconded by Cllr Weyman

Clerks Renumeration (clerk left room)

Clerks salary was reviewed in line with national CALC guidelines.

Proposed by Cllr Jones Seconded by Cllr Weyman

12. To receive report from Footpaths Officer

Written report was provided by Mr Goddard and read to meeting by Cllr Blake.

13. Adoption of Privacy Policy

The newly drafted policy was unanimously approved and adopted. Cllr Aldridge expressed some concerns that residents would be unwilling to post completed GDPR forms back, clerk confirmed that w number had already been received.

Proposed by Cllr Jones Seconded by Cllr Blake

14. Ripple Annual Parish Meeting arrangements

Friday's Annual Parish Meeting arrangements are in hand.

15. Bow Lane Gravel Extraction Update

Covered by Cllr Middleborough.

16. Section 106 Funding – Recreation Ground

Chairman confirmed that an application for section 106 funds would be submitted. Cllr Jones to draft for review at the next meeting. Public consultation responses from the consultation document delivered to every house in the parish would be reviewed after the Annual Parish Meeting.

17. Councillor comments and items for next agenda

Cllr Weyman advised that there had been no progress on a date for the library management committee meeting.

Chairman wished to thank Barbara Wilson who resigned as a councillor for all her efforts.

Speedwatch – Cllr Sutton advised that on 14th May 200 vehicles were observed in a 45 minute period on the Ryall Road, 10 of which were travelling in excess of 36mph. 35 letters have been sent out by the Police to offending motorists. Statistics confirm that the recording of data had significantly improved.

Meeting concluded at 8.10pm.

Date of next meeting – Annual Parish Meeting on Friday, 18th May 2018 at 7.00pm

Public Question Time: From 7.00pm residents are invited to give their views and question the Parish Council on issues on this agenda, or raise issues for future consideration at the discretion of the Chairman, before the start of the Parish Council Meeting.

Public Question Time: No Questions

Signed 

Nicholas Blake - Chairman to Ripple Parish Council

Date

11th June 2018

Date of next meeting – 11th June 2018

