

The Minutes of Lindridge Parish Council Annual Meeting
Wednesday 15^h May 2019 at Lindridge Parish Hall

Present: Cllr S Workman, Cllr Mrs T Lowe, Cllr N J Benbow, Cllr H Williams, Cllr D Evans.

In Attendance: District Councillor Godwin, County Councillor Pollock, CSO Snape.

PC1. Elect a Chairman

Cllr Workman was nominated by Cllr Benbow and seconded by Cllr Williams, and duly elected.

PC2. Elect a Vice-Chairman

Cllr Evans was nominated by Cllr Williams, seconded by Cllr Workman and duly elected.

PC3. Accept a Declaration of Office from Elected Chairman

Declaration was signed by Cllr Workman.

PC4. Receive Apologies for Absence

None.

PC5. Register of Interest Forms

None to be completed. Reminder – If spouses have any information change, and disclose their information, then an update to the Parish Councillor's Register of Interest Form must be completed.

PC6. Declarations Personal and Prejudicial Interest

Cllr Benbow declared that he was the Financial Officer of the Parish Hall and a signatory on their bank account, although not a Member of the Management Committee.

PC7. Minutes of the 13th March 2019 Meeting

The Minutes were adopted and signed by the Chairman.

PC8. Appoint Parish Council Representatives

- a. **Parish Hall Committee:** Cllr Williams agreed to continue as representative.
- b. **Public Path Warden:** Mr R Humphreys to continue in voluntary role.
- c. **Worcs Council Association of Local Councils:** Chairman/Vice-Chairman/representatives of the Parish Council would attend as and when available.

PC9. Agree, check and minute accounts

Cllrs Benbow and Evans agreed, checked and signed accounts.

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| a) | Parish Clerk, Salary – March & April 2019 | £656.60 |
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Accounts Unpaid

b)	Parish Clerk, Expenses for March & April 2019	£ 36.15
c)	Parish Lengthsman – March & April 2019	£387.00
d)	Lindridge Parish Hall – Hire of Hall 13/05/2019	£ 20.00
e)	In2Out Property Maintenance – Grass Cutting March & April 2019	£ 42.00
f)	In2Out Property Maintenance – Bus Shelter Maintenance	£ 70.00
g)	Worcestershire CALC – Annual Service Charge	£491.62
h)	Glasdon UK Limited – Lid for Topsy Bin	£139.62
i)	BHIB Ltd – Insurance Renewal – 2019/2020	£229.72

- Clerk's salary changed due to national pay scale increase. The Council agreed to the revision to the Parish Clerks salary in line with SLCC 2019-2020 National Salary Award. SCP 27.

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 – See attached report. Cllr Godwin wished to express his personal gratitude to former District Councillor Dell of his care and conduct of the Lindridge Ward.

County Councillor – See attached report.

Police Representative – See attached report. A question arose regarding on-going vandalism in one of the villages. A formal request was asked if a surveillance camera could be obtained to determine who is carrying this out.

Parish Hall Representative – Cllr Williams reported that the recent film shows were being well attended. A grant application had been submitted for a projector, sound system and new tables and chairs. He confirmed that Cllr Evans and himself were working together on the planning application of the new sign.

Public Path Warden – Please see attached report. The Clerk had thanked Mr Humphreys for his continued support in this role.

Councillors

Cllr Mrs Lowe – a) the continued poor state of the road leading up into Menithwood.
b) problem with dogs barking continually from a residence in Menithwood.
c) confirmed first drafted copy of the grievance policy had been

Cllr Evans – Prior circulation of information from Pensax Parish Council as to the potential future of the Cross Keys, Menithwood. After discussions, no feedback would be presented.

Cllr Workman – commented that no update had been received from Highways of current outstanding items. However, items to be added was the water outside Stone Cottage and blocked culvert both at Frith Common. The noticeboard at Broombank required re-staining.
ACTION: Clerk

Clerk – The Clerk reported:

- that she had had preliminary discussions with a local person who was experienced in setting up websites for Parish Councils, and a first meeting to be held in June.
- asked if an external hard drive could be purchased to enable secure back up of emails. This was agreed by the Parish Council.
- thanked everyone for successfully submitting forms through the election process.
- confirmed that continued advertising would take place for co-option of future members.

ACTION: Clerk

PC11 – Insurance Renewal – The Clerk reported that the insurance renewal for 2019-2020 was at a lower premium compared to that of the previous year. Additional items had been included. It was agreed to proceed with the insurance once again with BHIB.

PC12 - Complete Section 1 – Annual Governance Statement of Annual 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. Approve the Accounting Statements of Section 2 of Annual Return

The Statements were approved and signed as correct by the Chairman and the Responsible Financial Officer.

PC14. Approve Certificate of Exemption AGAR 2018/2019

The Chairman and Clerk signed the Certificate of Exemption Statement to confirm that the Parish Council's gross income or expenditure did not exceed £25,000 in the year of account ended 31 March 2019.

PC15 – Speed Reduction Measures in Eardiston

Chairman commented nothing to report at this time.

PC16 – Review Planning Matters, Applications and Decisions

PLANNING REFERENCE – 19/00136/FUL

Land to the rear of Housekeepers Lodge
32 Eardiston

PLANNING REFERENCE – 19/00025/HP

Erection of a two-storey side extension and proposed porch with first floor balcony above.
Old Orchard House, Frith Common

PC17 – Report of Matters Arising from Last Meeting

- Cllr Evans to write to the representative of Smartwater and confirm that the Parish Council would not be pursuing this any further.
- The Clerk to confirm invitation of Janet Cobb of presentation of road side verges.

PC18 – Correspondence for information –

- a) Thank you letters on behalf of Temespan, Tenbury Transport Trust, Tenbury Community Pool, Lindridge Baby & Toddler Group for donations received.
- b) Letter sent to The Eardiston representative with copy of Emergency Plan.
- c) Email received/replied to representation on behalf of Munslow Parish Council – enquiry of white gates.
- d) Correspondence with Environment Agency – Discharge in Mill Lane ditch.
- e) Update received on Eardiston telephone box restoration project.
- f) Correspondence with Highways – school warning lights.
- g) Annual insurance renewal documentation.
- h) Correspondence with Auditors.

PC19 – Items for Future Agenda

- Grievance Policy and Finalise Standing Orders
- Co-Option

PC20 – Items for Teme Span and Next Meeting Date

Items to be submitted:-

- Chairman’s Report to Annual Parish Meeting
- Parish Councillor Vacancy

The next meeting will be on Wednesday 10th July at 7.00pm at Menithwood Community Hall.

The meeting ended at 9.40 p.m.