

# POWICK PARISH COUNCIL

Minutes of a meeting of the Parish Council held Wednesday 3<sup>rd</sup> January 2018  
at Powick Parish Hall commencing at 7.30pm

## PRESENT:

A. Lamb (Chairman), C. Phillips (V/Chairman), J. Price, J. Allsopp, J. Foy, R. Willetts, B. Pilcher, R. Humpage, M. Richmond.

## APOLOGIES:

P. Harris, S. Underwood, D. Jones.

## DECLARATIONS OF INTEREST & APPLICATIONS FOR COUNCILLOR DISPENSATIONS

None

**CO-OPTION:** No applications considered.

ITEM	MINUTE RECORDED	ACTION AGREED
71.	<b>The Minutes of a meeting held 6<sup>th</sup> December 2017</b> were agreed and signed as a true record. Proposed M. Richmond, seconded C. Phillips. All agreed. No matters arising.	
72.	<b>The Planning Report of 6<sup>th</sup> December 2017</b> was agreed and signed as a true record. Proposed M. Richmond, seconded J. Foy. All agreed. No matters arising.	
	<b>The meeting was suspended at this point to allow members of the Public to address the Council – matters considered:</b> Pixham Ferry Site – options for permanent mooring and improved river access. It was agreed that Oliver Parker, who attended the meeting, should investigate options for a community project. B. Pilcher also offered to assist. Feedback to be given to the PC via the Clerk in due course.	
73.	<b>Playing Field Reports:</b> It was agreed that this item be brought forward on the agenda. Callow End updates and future management – an email from S. Underwood was read out by the	

	<p>Clerk, which supported the current Playing Fields Assoc.(PFA).  R. Pendleton also attended the meeting and explained the need for recent expenditure. Apologies were also noted for not gaining PC approval in advance of the spend.  It was noted that all current income goes to the PFA. Recent boiler upgrades have reduced utility spend and the PFA are also looking at installing security lighting as part of the pathway project. The pathway is very well supported by users. It was agreed by all those present that the PFA should have delegated authority to spend up to £500.00 in liaison with the Clerk. Anything above £500.00 will need prior approval from the PC.</p> <p>Hospital Lane –  The new planning application has been submitted to MHDC (17/01976/FUL). The ecology report will follow shortly.  The Clerk will meet with the F.A. on 18<sup>th</sup> Jan to agree next steps for the funding application.</p>	<p>R. Pendleton will email instructions for the heating system and over ride switch to the Clerk asap.</p> <p>F.A. meeting 18<sup>th</sup> Jan – Clerk to attend.</p>
<p>74.</p>	<p><b>Lengthsman Report:</b>  All tasks up to date – monthly report to follow.  Tasks requested –  1. Upton Rd (opposite Old Hills) – hedge needs flailing back / vegetation clearance.  2. Old Malvern Rd – soil encroaching on right hand side approx. a foot up as far as opposite the playing field entrance – siding out needed.  3. Conifers overhanging path and highway opposite Cross House – polite notice needed or L'man visit.  4. Bushes along slip road to Powick Hall have fallen down and need clearing.</p>	
<p>75.</p>	<p><b>Financial &amp; Governance Matters:</b>  Statement of accounts approved as circulated by the Clerk.</p> <p>Hospital Lane bus shelter repairs awaited.  Insurance claim approved.</p> <p>Precept &amp; budget – the Chairman summarised the financial position as stated by the Clerk. It was noted that 12 months operating costs should be held in reserves as recommended by NALC. The Clerk outlined the current year actuals and full year forecast together with the forecast spend</p>	<p>Clerk to arrange repairs of the bus shelter.</p>

	<p>for 2018/19. It was noted that there will be no Council Tax Grant from MHDC for 2018/19. Further to discussion it was proposed by R. Humpage, seconded by C. Phillips that the precept for 2018/19 be increased by 3% as suggested in the financial forecasting. All agreed.</p> <p>Data Protection (GDPR) – The Clerk outlined the requirements and will progress actions by May 2018 as required. All Cllrs asked to respond to requests quickly to assist the process.</p> <p>Transparency Code – It was proposed by J. Foy, seconded by R. Humpage that the PC adopt the code for Councils with a turnover of up to £25K p.a. as it was felt that the higher turnover threshold was too high. All agreed. The Clerk will ensure any outstanding matters are brought to the PC's attention and actions agreed.</p>	<p>The Clerk to notify MHDC of the precept decision.</p> <p>The Clerk to check code compliance.</p>
<p>76.</p>	<p><b>Parish Matters:</b>  Newsletter (Winter 2018) – it was agreed to go to print as per the timetable. Delivery to be early February.</p> <p>Callow End dog waste / general litter bin at Old Hills – B. Pilcher asked to continue to monitor the situation and report back in due course.</p> <p>BT phone kiosk adoption – M. Richmond had done a straw poll of residents and it was found that the majority of adjacent residents did not wish to retain the Hospital Lane (Old Malvern Rd) kiosk. The retention of Powick Village and Callow End kiosks was generally supported. It was proposed by J. Allsopp, seconded by B. Pilcher, that the Powick Village &amp; Callow End kiosks be adopted by the PC. Voted carried 7:1 – agreed. The remaining kiosk at Hospital Lane (Old Malvern Rd) to be disposed of by BT.</p> <p>Grit Bins – the Clerk confirmed costs for bins and refills plus the requirements for grit deliveries by Highways. C. Phillips agreed to take deliveries for Callow End. It was noted that there had been recent requests to the Chairman for extra grit bins and one request via R. Willetts for Kings End Rd cul-de-sac.  It was agreed that C. Phillips would arrange a grit delivery asap and notify the Clerk to arrange distribution via the Lengthsman.</p>	<p>Clerk to arrange print and distribution (next meeting).</p> <p>B. Pilcher to monitor the Old Hills dog waste situation.</p> <p>Clerk to notify BT of kiosk decision.</p> <p>Clerk to notify Highways re grit bin provision.  C. Phillips / Clerk to arrange grit delivery and refills.</p>

	<p>New grit bins agreed for Kings End Rd cul-de-sac and Bastonford. Possibly also for Byrons Wood but subject to a suitable location being agreed.</p> <p>Highways updates from the Clerk were noted. It was also noted that there are no junction warning signs at Winsmore entrance. This is a particular concern following recent housing development approval.</p> <p>It was noted that T. Wells is dealing with the malfunction of amber warning lights which are not working by Powick School.</p> <p>Asset of Community Value – it was noted that MHDC had approved the ACV for the 3 Nuns PH at Colletts Green, subject to an 8 week period when the landowner can exercise the right to review the decision.</p>	
77.	<p><b>District &amp; County Councillor Reports:</b>  No reports made.  Cllr Newman’s emailed updates had been circulated by the Clerk.</p>	
78.	<p><b>Councillor Reports &amp; Items for Future Agendas:</b>  J. Allsopp – Powick Parish Hall car park to be re-lined and floor to be re-sanded and made good.</p> <p>J. Foy – queried who oversees the traveller site at Bastonford? It was noted that residents and R. Humpage keep regular checks on it. There was general concern re the number of vehicles which appear to be on the site.  Apologies given for February &amp; March meetings in advance.</p> <p>M. Richmond – Old Malvern Rd – 8 vehicles parked from the Skoda garage now due to recent changes in parking arrangements. It was agreed that MR should speak with staff on site re concerns from residents and look to find solutions / maintain public relations.  Link Nursery leaflets are being progressed with the team as agreed at the previous PC meeting.  Future lease options will also be reported to a future meeting.</p>	

	<p>B. Pilcher – offered to speak with Callow End School re the adopted phone kiosk and options for future usage. Chairman also to speak with Powick School re Powick BT kiosk.</p>																			
79.	<p><b>Report of the Clerk:</b> Accounts proposed for payment by J. Price, seconded by B. Pilcher - agreed:</p> <table> <tr> <td>£576.28</td> <td>Clerks salary</td> </tr> <tr> <td>£1509.66</td> <td>HMRC PAYE &amp; NICs Q3</td> </tr> <tr> <td>£420.00</td> <td>Lengthsman fees</td> </tr> <tr> <td>£511.81</td> <td>CEPFA maintenance &amp; materials</td> </tr> <tr> <td>£55.00</td> <td>Print-Serve Limited - payroll</td> </tr> <tr> <td>£105.60</td> <td>Madresfield Estate - hedge cutting</td> </tr> <tr> <td>£36.00</td> <td>Callow End Village Hall – hire fee</td> </tr> <tr> <td>£47.62</td> <td>Petty Cash – Clerk printer ink</td> </tr> <tr> <td>£26.85</td> <td>Water Plus – pavilion supply</td> </tr> </table> <p>Apologies noted for the next meeting/s– A. Lamb (February) J. Foy (February &amp; March)</p>	£576.28	Clerks salary	£1509.66	HMRC PAYE & NICs Q3	£420.00	Lengthsman fees	£511.81	CEPFA maintenance & materials	£55.00	Print-Serve Limited - payroll	£105.60	Madresfield Estate - hedge cutting	£36.00	Callow End Village Hall – hire fee	£47.62	Petty Cash – Clerk printer ink	£26.85	Water Plus – pavilion supply	Clerk to pay accounts as agreed.
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	<p><b>There being no further business the meeting closed at 9.35 pm</b></p>																			