

Severn Stoke & Croome D'Abitot Parish Council

Wed 23rd March 2022 7.30pm

**Venue: SOQ meeting room,
Croome visitor centre**

Date of publication of this notice: 16th March 2022.

Councillors, Notice is hereby given that a Meeting of Severn Stoke and Croome d'Abitot Parish Council will be held on Wed **23rd March 2022 at 7.30pm** at the SOQ meeting room at Croome National Trust visitor centre.

Lisa Stevens, Clerk & Resp. Financial Officer, 07950256363, severnstokeandcda@gmail.com

- As a sensible precaution, social distancing will be in place. The parish council reserves the right to close and reschedule the meeting if more residents attend than social distancing will permit within the premises and if circumstances do not allow moving the meeting outdoors. In these circumstances residents will be asked if their matter can be dealt with via written representation.
- The Parish Council also reserves the right to close and reschedule the meeting in the event of disruption. Standing Orders (available in advance, online and at the meeting) provides info on filming or recording parish council meetings. Participants are assumed to have read and understood those requirements therein.

1.	Apologies and to approve reasons for absence
2.	Declarations of Interest and points of order a. Register of interests -To note any updates received. b. To declare any Disclosable Pecuniary Interests/Other Disclosable Interests relevant to the agenda. c. To declare any additions to the Register of Gifts & Hospitality. d. To consider and Motion to approve written requests from councillors for the parish council to grant a dispensation. e. To note one parish cllr vacancy. Position has been advertised (spring 2021 ref Breslin). This vacancy is available for immediate co-option, and interested parties can apply to the Clerk. f. To note a second parish cllr vacancy upon the resignation of Eileen Hadley. Notice advising electors of the option for a public election, should the required number of electors request it, to be published shortly. IE. Position not available for immediate co-option.
3.	Minutes – to consider the approval of the minutes of the meeting held on 09/02/2022 and the extra ordinary planning meeting held on 09/03/2022.
5.	Planning - to consider, comment and resolve to respond to the following applications a. M/22/00177/FUL Associated Ref: M/22/00176/LB Rose And Crown , 25 Church Lane, Severn Stoke, WR8 9JQ. Installation of a galvanised spiral staircase to provide a safer alternative of escape. Repairs include the addition of a lead window drip on the 3 casements located on the front elevation and repair of an existing outbuilding and replacement of a timber shed for a metal counterpart. b. M/22/00340/LB Christmas Cottage , 48 Kinnersley, WR8 9JR, application for a summer room extension. c. <i>Standing Item:</i> To consider and as required, arrange an extra ordinary parish council meeting for planning applications received after date of publication of this agenda.
6.	Speed, parking & traffic concerns <i>General update on any time in relation.</i>
7.	Highways, footpaths & community infrastructure <i>General update on any time in relation.</i>

8. Group/Committee updates

- a. Motion to create a **Parish Council Community Facilities Working Party** to discuss and provide way forward with regard to Parish Hall and possible future additional/optional use of St Denys'. To include wider public agreement on membership, budget for stationery and postage and agree first meeting date.

A Working Party can include individuals other than parish cllrs. Working Parties investigate options, review ideas relating to the project and present information based on the information gathered and discussions that have taken place. From the information presented the Council can make decisions. Working Parties cannot have delegated responsibilities and do not have to be open to the public, however, they do have to abide by parish council policies and protocols (ie standing orders and code of conduct). Their findings and recommendations must be minuted and reports submitted to the parish council. Membership could ideally include individuals from the Hall Management Committee and St Denys', which in this case, the findings would also be fully reported to both Hall Committee and Church Committee as required, though it would be the parish council that would sign off and implement the findings. Working Parties do not have a budget other than for stationery and postage - in the event that work/projects need commissioning they take recommendations to Full Council and it is the Parish Council that approves and conducts the expenditure.

Options for Working Party remit (in no particular order and the below as a starter for ten and a basis for public debate):

- a) Table the Savills/Merchant Ventures Lease contract. Examining wording of lease of land and recommending to Parish Council that the lease is accepted and signed.
OR Table options for purchasing the land.
 - b) Conduct survey of parish asking for their preferences with regard to community facilities (Mid 2022) and whether residents would accept options for a public loan.
 - c) Update the Village Hall constitution last updated 1992.
 - d) explore and suggest options for legal advice on the parish council powers for involvement in restoration/preservation/conversion of St Denys' church.
 - e) Receive and consider options for parish council loans and make recommendations to Full Council.
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- b. Croome Liaison Group (31st March next meeting).
 - c. Croome Residents Liaison Group report (NT reps and local residents) (21st March)

9. General Finance and Administration - To discuss and formulate Motions not requiring written notice

- a. To consider/motion to approve payment of accounts made in the previous month Appendix 1
- b. To consider/motion to approve payment of outstanding accounts February 2022. Appendix 2
- c. To receive and approve the latest bank reconciliation.

d.

10 Correspondence, dates for diary, items for future agenda.

Cllrs may use this opportunity to report minor matters of info not included elsewhere on the agenda.

- a. Tarmac Liaison Group. Next meeting Thu 24 March 2022 4pm.
- b. Annual meeting 2022 (25th May) - set up a High Green Phone Box Working Party, with a view to restoring that facility

Appendix 1. Items already paid Feb/March 2022 since last PC meeting:

(Approved under previous agenda or required payment under contract monthly)

Mr Simon Bott	Lengthsman Feb timesheet 2021	£272.00
Lisa Stevens	Bollard replacement parts (reflectors)	£26.00
Lisa Stevens	Thank you for Cllr Hadley after over 30 years parish service	£29.11

Appendix 2. Item for payment March 2022:

Westcotec Ltd	Additional VAS brackets for Severn Stoke and Kinnersley. Invoice 13265	£189.00
Lisa Stevens	Clerk wages [Feb 2021]	£294.16
Lisa Stevens	Expenses March 2022. Including stationery, ink and paper in prep for annual audit	£23.67

Signed: ...Parish Clerk, Severn Stoke & Croome D'Abiotot Parish Council

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