

Meeting of Severn Stoke & Croome D'Abitot Parish Council

Wednesday **28th September 2022,**
7.30pm
Croome National Trust Visitor Centre, SOQ room

Date of publication of this notice: Tuesday 20th September 2022

Councillors, Notice is hereby given that a Meeting of Severn Stoke and Croome d'Abitot Parish Council will be held on Wednesday **28th September 2022 at 7.30pm** at the SOQ room at Croome National Trust Visitor Centre, High Green, Severn Stoke parish.

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

- The parish council reserves the right to close and reschedule the meeting if more residents attend than a sensible level of 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.

	<p>Public Open Forum Standing orders suspended to allow residents of the parish to address the Parish Council. This item to be limited at the discretion of the Chair. Members of the public to confirm name and address please prior to speaking. The Council reserves the right not to allow questions from any person/s who do not confirm their residency in the parish or who is resident outside the parish. This forum does not constitute part of the parish council meeting although questions and responses may be minuted as a courtesy.</p>
1.	<p>Apologies and reasons for absence.</p>
2.	<p>Declarations of Interest and points of order</p> <ul style="list-style-type: none">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 four existing vacancies on the parish council all of which have been advertised and are now available for immediate co-option.
3.	<p>Minutes – to receive and consider approval of</p> <ul style="list-style-type: none">a. Normal meeting of Severn Stoke and Croome d'Abitot Parish Council, 20th July 2022.b. Extra-ordinary meeting of Severn Stoke and Croome d'Abitot Parish, 31st August 2022.
4.	<p>Councillors' Reports</p> <ul style="list-style-type: none">a. CCllr Allenb. DCllr Michael / DCllr Harrison.
5.	<p>Flood bund</p> <ul style="list-style-type: none">i. Update on bund constructions or Environment Agency plans where available.ii. Severn Stoke Flood Evacuation Plan. To consider outstanding parish council actions. Including option for new noticeboard in order to display Evacuation Plan and emergency updates.
6.	<p>Parish Hall</p> <ul style="list-style-type: none">i. Outcomes from Hall Committee AGM.ii. Next steps.

7.	<p>High Green Phone Box</p> <p>i. To consider response to phone box consultation.</p> <p>ii. If applicable after above debate - Motion to sign BT contract for adoption of High Green phone box for £1.00.</p>
8.	<p>Planning and Enforcement</p> <p>- to consider, comment and resolve to respond to the following applications or enforcement matters.</p> <p>a. Overgrown hedges in Severn Stoke.</p> <p>b. Reoccurring flytipping at Knights Hill.</p> <p>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.</p>
9.	<p>Speed, parking & traffic concerns <i>Discuss and formulate Motions not requiring written notice</i></p> <p>a. Bus services – County Council funding not envisaged to extend beyond Spring 2023.</p> <p>b. Vehicle Activated Speed Signs.</p> <p>i. High Green ii. Severn Stoke/Clifton.</p> <p>b. Road works in Severn Stoke village to tackle inadequate drainage outside No.39 and along A38</p> <p>b. HGV restricted access signs for Birch Lane and Birch Green Lane. Update.</p> <p>c. Deer warning signs and distance plates between Kinnersley and Kerswell Green. Update.</p> <p>d. Replacement bollards Severn Bank. Update.</p> <p>e. No parking signs at Croome London Arch corner. Update</p>
10.	<p>Group/Committee/Other project updates - <i>To discuss/formulate Motions not requiring written notice. Cllr/Clerk updates or written reports received from representatives prior to the meetings.</i></p> <p>a. Croome National Trust.</p> <p>b. High Green noticeboard working party.</p> <p>c. High Green milestone working party.</p> <p>d. Tarmac Liaison Group.</p> <p>e. St Denys' update.</p> <p>f. Police / PCSO.</p> <p>g. Lengthsman.</p> <p>h. Klinks update.</p>
11.	<p>General Finance and Administration - <i>To discuss and formulate Motions not requiring written notice.</i></p> <p>a. Parish council policies update.</p> <p>b. To receive the following recommendations from the Staffing Sub-Committee:</p> <p>i. For the parish clerk to receive one annual appraisal rather than two formal reviews held at 6 monthly intervals;</p> <p>ii. For the parish clerk hourly rate to be increased to £10.84 (Scale 8), backdated to 1st April 2022 which requires a one-off payment of £106.08; and,</p> <p>iii. For the parish council to adopt a mileage rate for the Lengthsman of £0.35 per mile.</p> <p>c. To consider/motion to approve payment of accounts made in the previous month. App 1.</p> <p>d. To consider/ to approve payment of outstanding accounts September 2022. App 2.</p> <p>e. To receive the latest bank reconciliation.</p> <p>f. Instruction to clerk to proceed with purchase of Remembrance Day poppy wreath from Royal Legion. £19.99 (incl VAT) plus £1.99 delivery per parish council. Alternative motion to source an eco-friendly option.</p>
12.	<p>Correspondence, dates for diary, items for future agenda.</p> <p>Cllrs may use this opportunity to report minor matters of info not included elsewhere on the agenda</p>
13.	<p>Date of next meeting:</p> <p>Wednesday 23rd November 7.30pm. Croome SOQ meeting room.</p> <p>The public and press are welcome to attend this meeting.</p> <p>Close of meeting.</p>

Appendix 1. Items already paid August and September 2022 since last PC meeting:*(Approved under previous agenda or required payment under contract monthly)*

07/08/2022	Mr Simon Bott	Lengthsman invoice July 2022	£272.00	VAT nil
07/08/2022	Mr Simon Bott	Parish Hall Mowing July 2022 SB0382	£34.00	VAT nil
25/08/2022	Mrs Lisa Stevens	The Good Cllr Guide publication 2009. 20th edition. Second hand.	£30.79	VAT number to check.
25/08/2022	Mrs Lisa Stevens	Clerk expenses August 2022 Printing paper and postage	£13.79	VAT nil
30/08/2022	Mrs Lisa Stevens	Clerk wage July 2022	£294.16	VAT nil
13/09/2022	Society of Merchant Venturers as Endowment Trustee for St Monica Trust c/o Savills (UK) Ltd	Parish Hall land lease. Invoice 757690.	£453.6	VAT £75.60
13/09/2022	Mr Simon Bott	Parish Hall Mowing Aug 2022 SB0394	£34.00	VAT nil
13/09/2022	Mr Simon Bott	Lengthsman invoice Aug 2022	£272.00	VAT nil

Appendix 2. Item for payment September 2022 outstanding:

Mrs Lisa Stevens	Expenses 2022. Office equipment. Pin board. Printing paper.	£16.90	VAT nil
Mrs Lisa Stevens	Clerk wage September 2022 (Nb paid one month in arrears each time)	£294.16	VAT nil