

Meeting of Severn Stoke & Croome D’Abitot Parish Council

Wed **18th January 2023**, 7.30pm
Croome National Trust Visitor Centre, SOQ room

Date of publication of this notice: Wednesday 11th January 2023

Councillors, Notice is hereby given that a Meeting of Severn Stoke and Croome d’Abitot Parish Council will be held on Wednesday **18th January 2023 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.

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| | 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. |
| 1. | Apologies and reasons for absence. |
| 2. | Declarations of Interest and points of order |
| 3. | Minutes – to receive and consider approval of a. Meeting of Severn Stoke and Croome d’Abitot Parish Council, 30 th November 2022. |
| 4. | Councillors’ Reports a. CCllr Allen. b. DCllr Michael / DCllr Harrison. |
| 5. | Planning and Enforcement - <i>to consider, comment and resolve to respond to the following applications or enforcement matters.</i> a. <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. | Flood bund - <i>Discuss and formulate Motions not requiring written notice.</i> a. Severn Stoke Flood Evacuation Plan. i. Feedback on Quick Glance version. To approve amendments, distribution and implementation. ii. Progress with new noticeboard in order to display plan and to resolve differing options. |
| 7. | Parish Hall - <i>Discuss and formulate Motions not requiring written notice.</i> a. General update, including parish council statement to Savills. |
| 8. | Highways and infrastructure - <i>Discuss and formulate Motions not requiring written notice</i> a. Street lighting (parish council owned) Knights Hill and Stonnall Close. i. Motion to accept results of internal investigation to ascertain ownership of wooden poles supporting Knights Hill lighting. ii. Motion to accept quotation for urgent upgrade to street lighting Knights Hill from Mark Colston Prysmian Group, including: Secondary fuses, DP isolator and earth sleeves to be fitted. Connection of CPC from lanterns. Repairs to locks and missing gommets. b. Drain clearance and maintenance at Croome London Arch – update on Highways plans and to consider option for tree planting between new bollards on corner section. c. Application for new grit bin at Birch Lane/A38 junction. |

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| 9. | <p>Speed, parking & traffic concerns <i>Discuss and formulate Motions not requiring written notice</i></p> <p>a. Vehicle Activated Speed Signs i. High Green ii. Severn Stoke/Clifton iii. Update on site visit and progress with new VAS pole at Kinnersley.</p> <p>b. Option for re/starting community speed watch: Kinnersley, Severn Stoke and Clifton villages.</p> <p>c. To consider request from Earls Croome parish council for a donation (not more than £300) towards new VAS equipment, to tackle speeding along back lanes from Earls Croome to Kinnersley and Defford.</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. Defibrillators - Resident request to explore option for defibrillator at Severn Stoke village, including correspondence relating to a public donation.</p> <p>b. Kinnersley daffodil bulb planting project. To nominate lead and organise.</p> <p>c. Play equipment – Resident request to explore option for play equipment at Severn Stoke village including correspondence relating to a public donation.</p> <p>d. High Green phone box maintenance. Update from Cllr Freeman.</p> <p>e. High Green noticeboard working party.</p> <p>f. High Green milestone working party.</p> <p>g. Croome National Trust.</p> <p>h. Tarmac Liaison Group.</p> <p>i. St Denys' update.</p> <p>j. Police / PCSO. - Parish neighbourhood watch newsletter distributed via social media. - Social contract with PCSO completed by Clerk.</p> <p>k. Lengthsman. - Broken brown wheelie bin at Parish Hall reported for repairs.</p> <p>l. Klinks update.</p> |
| 11. | <p>Communication, General Finance and Administration - <i>To discuss and formulate Motions not requiring written notice.</i></p> <p>a. Communication strategy and Vision – to continue formulation including: - Leaflet/poster for general parish. Cllr Freeman - Exploration of parish council rebranding to 'Local Community Council'. - Parish council logo/brand/letterhead.</p> <p>b. Parish council policies update.</p> <p>c. To sign updated bank mandate in relation to agreed Clerk's payrise.</p> <p>d. To consider/motion to approve payment of accounts made in the previous month. App 1.</p> <p>e. To consider/ to approve payment of outstanding accounts December 2022. App 2.</p> <p>f. To receive the latest bank reconciliation.</p> |
| 12. | <p>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</p> <p>a. To note that Paul Jones (Partnerships Overview Advisor for the Environment Agency) has now been formally invited to March parish council meeting.</p> <p>b. Bottle banks to be removed from parish hall by WCC.</p> |
| 13. | <p>Date of next meetings: Wed 29th March 2023, 7.30pm at Croome SOQ Meeting room. Wed 24th May, 7.30pm. Includes Annual Parish Meeting at St Deny's Church. Close of meeting.</p> |

Appendix 1. Items already paid January 2023 since last PC meeting:

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

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| Mr Simon Bott | Lengthsman invoice December 2022 plus mileage (£11.73 = 0.35p x 33.5 miles). Claimed WCC 09/01/2023 | £283.73 |
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Appendix 2. Items for payment January/Early February 2023 outstanding:

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| Standing order direct debit due to be taken on 09/02/2023 | Malwarebytes renew subscription between Severn Stoke and Grimley parish councils shared (£39.99 in total). | £19.99 |
| Royal British Legion | British Legion have declined to provide BACs details and so payment will need to be made via credit card or cheque. | £30.00 |
| Mrs Lisa Stevens | Expenses Dec 2022 A4 paper | £4.75 |
| Mrs Lisa Stevens | Backdated pay rise December 2022 (current payments are based on £10.16 per hour. Payrise is to £10.84 per hour. | £17.68 |
| Mrs Lisa Stevens | Clerk wage December 2022 | £294.16 |