

**DRAFT**

**The Minutes of the Meeting of Berrow Parish Council  
held at Berrow and Pendock Village Hall at 7.30pm on Tuesday 24<sup>th</sup> September 2019**

**Present:** Cllrs Ruth Coates (Chair), John Dudfield, Michael Robson and Mike Thomas

**In attendance:** 1 member of the public and the Parish Clerk

There were no matters for discussion before the meeting so no adjournment for the discussion of views.

1. **Chair Report:** The Chair reported that since the last meeting a farewell drink was held for ex-Cllr. Anne Lewis to thank her for her service and participation on the Parish Council, for which she was appreciative.
2. **Apologies:** Apologies were received from Cllr. Paul Lewis.
3. **Declaration of Interests:** All Councillors were reminded of their duty to keep their register of interests updated and were asked to declare any personal interests in items on the agenda.
4. **Minutes:** The minutes of the Annual Parish Council meeting held on 21<sup>st</sup> May 2019 were approved and signed.
5. **Progress Reports:**
  - a. **M50 bridge works:** An exhibition was held in September by Kier and Highways England to provide an update on the progress of the bridge repairs and an explanation of why the work was needing to be done. The exhibition was not well attended. It was confirmed that the work is on target for single lane opening, with traffic light control, on the Queens Bridge by Christmas with the road being fully opened in March 2020. Pendock Sledge bridge will be closed from 21<sup>st</sup> October 2019 with 4 overnight closures followed by a full weekend closure and Bury Court bridge from 28<sup>th</sup> October 2019 with 4 overnight closures followed by a full weekend closure.

Wyndbrook Lane. Concerns that this road has been provided with signage by Kier and a speed camera van (to slow drivers down rather than to fine them) and that residents have put obstructions on the verges, so vehicles are unable to pass. The consensus being that this is a public highway and therefore vehicles should be allowed to use it unrestricted.

DRAFT Minutes of Berron Parish Council 24<sup>th</sup> September 2019

b. **Farley's Ground:** Update from the Malvern Hills District Council:

- A land survey has been completed on the site. The results showed that there has been no significant change in land levels towards the back of the site, but there appeared to be a slight raising of the ground at the front compared to the approved plans. The District Council do not consider that this will cause landscaping harm to the surrounding area but are aware of drainage issues which is the main cause for concern. The District Council will be pursuing enforcement action regarding the drainage.
- The survey confirmed that the barn has been erected in the wrong position and that the height is not in accordance with the approved plan. The District Council will be pursuing this matter until a satisfactory outcome is achieved.

c. **Grit bin on Whittings Hill:** A Grit bin has been ordered from the County Council. A date for delivery is to be confirmed. The Lengthsman will be asked to prepare the site for delivery.

**6. Finance Report:**

a. The Council approved the following financial report:

**Berron Parish Council Financials 2019/20**

<u>Details</u>	<u>Income</u>	<u>Expenditure</u>
Opening balance: 01/04/19		
Current account	<b>£2,261.14</b>	
<hr/>		
<b>Actuals</b>		
MHDC (Precept)	£1,275.00	
Salary		-£600.00
Election costs		-£36.00
Lengthsman	£708.00	-£1,062.00
Admin		-£500.23
Sub Total:	£1,983.00	-£2,198.23

DRAFT Minutes of Berrow Parish Council 24<sup>th</sup> September 2019

**Balance per banksheet:**

Current account no. 2      **£2,611.91**

**Less unrepresented cheques:**

Cheque number: 317	-£30.00
Cheque number: 326	-£236.00
Cheque number: 327	-£240.00
Cheque number: 328	-£60.00

Closing balance: 24/09/19      **£2,045.91**

- b. The Clerk confirmed that Cllr. Paul Lewis has been added as a signatory to the bank account and ex-Cllr. Anne Lewis has been removed as a signatory.

**7. Clerk Annual Review:**

The Chair and the Clerk met in August 2019 for the Clerks Annual Review. A summary of the review was given at the meeting. It was confirmed that the Clerks pay and hours will remain unchanged and will be further reviewed when the National Association of Local Councils publishes its pay scales for 2020/2021.

- 8. Defibrillator Process and Replacement Parts:** The Clerk to produce a process for ordering spare parts for the defibrillators and provide to the guardians. It was agreed to reimburse one of the guardians £206.22 for the replacement parts they had purchased for the defibrillator at Hollybush. It was also agreed that the Parish Council was responsible for the defibrillators and therefore should fund the cost of replacement parts.

**9. Correspondence:**

- a. **Speed Awareness in Hollybush:** Following the 2 recent accidents in Hollybush, a resident has been in contact with the District Councillor requesting actual speed signs are erected along the A438. As the District Councillor has said he will not be able to help fund this, it was agreed that the Clerk shall find out the cost and report back at the next meeting.
- b. **Worcestershire Transportation Scheme:** It was agreed that this was not relevant to Berrow Parish Council except for information.
- c. **Planning Application Updates:** The following Planning Applications have been approved:
- 19/00859/HP – Underthe, Hollybush;
  - 19/00540/FUL – Graffidge Farm, Berrow;
  - 19/00392/LB – The Hawthornes, Chase End;
  - 19/00639/HP – Jewel Crest, Berrow.

DRAFT Minutes of Berrow Parish Council 24<sup>th</sup> September 2019

- d. **Village Hall Rent Information for Valuation Office:** The Clerk had received a letter from the Government Valuation Office asking for information on the rental position (rent paid, tenants, landlords and work done on it) of the Berrow and Pendock Village Hall. This information was provided by the required date.
- e. **County and District Council Information Requests and Notifications:**
- South Worcestershire Development Plan Briefing – Cllrs to let the Clerk know if they wish to attend the briefing;
  - Parish Conference – Cllrs to let the Clerk know if they wish to attend the Conference;
  - Snow Contractors – the County Council is looking for residents with tractors / JCBs who will be willing to help clear roads of snow. Cllrs to let the Clerk know of anyone who may be interested;
  - Pollination Sites – the District Council is looking for sites that can be used as a pollinator site. Cllrs to let the Clerk know of any;
  - Malvern Hills Trust – Charity Commission Public Consultation – it was agreed that this was not relevant to Berrow Parish Council except for information.

**10. Newsletter Distribution:** It was agreed that the Clerk shall continue to brief on notices when necessary and dependent upon when or if responses are required. Going forward, the Parish Council is planning to develop a website and therefore all notices will be posted on there.

It was agreed that the Clerk shall invite the Police for an update on rural crime in the area.

**11. District/County Councillors Report:**

- a. The District Councillor provided the following report:
- The Council is running an Empty Homes week from 24-29 September. Between April 2017 and August 2019 there have been 240 homes brought back into use. Empty homes can fall into disrepair or become magnets for anti-social behaviour and the Council is keen to see them being used to lessen the need to build new homes. Any homes that are thought to be left empty can be reported on 01386 565490;
  - The District Council is also running a residents survey until October 6th. 2019. This can be accessed via the District Council website or [MalvernHills.gov.uk/public-Notices-consultations](http://MalvernHills.gov.uk/public-Notices-consultations)
  - The County Council has been running a knife amnesty in September.
- b. Vintage Vehicle Rally, Hollybush area: Thanks was given to the County Councillor for assisting with the disruption and road closures caused by a rally at Hollybush.

**12. Councillors reports and items for future agenda:** None requested.

DRAFT Minutes of Berrow Parish Council 24<sup>th</sup> September 2019

**13. Date of Next Meeting:** The next Berrow Parish Council meeting will take place at 7:00pm on Tuesday 3<sup>rd</sup> December 2019 at Berrow and Pendock Village Hall to be followed by the Annual meeting of the Trustees of the Berrow Charities

The meeting closed at 8.45pm.

Signed .....

Chair

Date.....

---