

# PEOPLETON PARISH COUNCIL

Minutes of the Parish Council Meeting held on Wednesday 10<sup>th</sup> July 2019 at 7.30pm in the Village Hall, Peopleton

## Public Question Time

The time allocated is at the discretion of the council/chairman. Residents are invited to give their views and question the parish council on issues on this agenda, or raise issues for future consideration at the discretion of the chairman. Members of the public may not take part in the parish council meeting itself. This period is not part of the formal meeting; brief notes will be appended to the minutes as an aide memoire. TM closed the meeting from 7.35 to 7.50 to listen to residents concerns. See attached

## AGENDA

1. **Members and Officers present:** Cllrs Mason, Bailey, Hennerley, Smith, Wall, CC Adams, DC Robinson and 3 members of the public
2. **Apologies:** JP and AB
3. **Declarations of Interest:**
  - a) Register of Interests: Councillors are reminded of the need to update their register of interests.
  - b) To declare any Disclosable Pecuniary Interests in terms on the agenda and their nature
  - c) To declare any Other Disclosable Interests in items on the agenda and their nature
  - d) Written requests for the council to grant a dispensation (S33 of the Localism Act 2011) are to be with the clerk at least four clear days prior to a meeting

Councillors who have declared a Disclosable Pecuniary Interest, or an Other Disclosable Interest which falls within the terms of paragraph 12(4) (b) of the code of conduct, must leave the room for the relevant items.
4. **Minutes:** Minutes of the Annual Parish Council meeting held on 15<sup>th</sup> May 2019 were approved as true and accurate. Proposed by DW, seconded by LB and signed by TM
5. **District Councillors Report:**
  - Cllr Robinson reported that Wychavon and County Enforcement Officers visited Stone Arrow Farm on Monday 8<sup>th</sup> July. It was reported that some hardcore had gone onto the track and Mr Powell wished to start works by the end of August but was advised by Enforcement that certain conditions still need to be met before work can commence.
  - Update on the vehicle stolen from Peopleton in 2018 - Paul Butler has been sentenced to 26 months in prison
  - Advised of the Wychavon Active Parish Grant for £500 is available to help improve community fitness eg walking groups
  - There are a number of free useful workshops available from September that the Parish may be interested in attending and the details will be circulated by email
6. **County Councillors Report:**
  - Plans have been approved for the new Pershore Link Road (including road over the railway line) and the Pinvin side will start in September with ground works to remove the slow worms and grass snakes first
  - New sign has now been installed at Bowbrook Cottages
  - Investigated the cutting of the grass area just up from the new sign on the left that the County council historically cut but have since stopped. It was agreed in the meeting that the lengthsman will now cut this area on going and this will be sanctioned as County Council land.
  - County Council Residents Road shows take place this summer with councillors and staff attending to meet residents- see website for details
  - Cllr Bailey asked Cllr Adams how Parishes go about applying for funds from County Councillors personal £10k provision, as there may be a shortfall on the new playground and LB was directed to submit a request in writing
7. **Planning**
  - It was noted that a lot of works being carried out at Stone Arrow farm are using the second gate rather than the first and skips have been seen entering and exiting
  - The hedge on the left when entering the village needs looking at as only approximately a third has re-generated since Spring

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## 8. **Progress reports:** for information / discussion and comments if necessary

### a) Chairman's report

- A letter has been drafted to send to County Council in reply to their response regarding the Petition - this was approved by all Cllrs
- Met with Steve Smith the village Trust Chair and Tracey Perkins to set up the time frames for the playground and funding - Steve will keep the Parish council updated
- Parish accounts have been finalised for 2018/2019 and submitted
- Rob the Parish postman is retiring on 31<sup>st</sup> August and there is a collection circulating- please see Jill or there will be a donation box in the shop

### b) Village trust

- Potterton Associates who are landscape architects have been appointed to design the children's playground which will have an animal and insect theme with the spider staying central to the design.
- The MUGA (Multi use games area) will be officially opened on 31<sup>st</sup> August at the Autumn Show but it is already being used now
- Finances are good, 15% up on last year
- Pony and Dog Show very successful with a profit of £2.2k generating £800 on catering and £1100 on sponsorship
- September singing group event planned

### c) Village shop

- Alcohol license still in progress, sales hoping to start in September possibly before
- Sales are good

### d) PACT

- Nothing to report

### e) Lengthsman

- Nothing to report

### f) Footpaths

- Some work undertaken at Mill Bridge

### g) Highways & Byways issues

- Two man hole covers sinking on way out of the village LB to investigate
- Wassells Corner - Cllr Adams added that chevrons are not being considered here at present by the County Council but the marker posts may need re-positioning which might help. Clerk to write a letter to County regarding this
- LB thanked Cllr Adams for the work that has been completed on the A44 and noted that it is much improved

### h) New Residents' welcome pack

- Some amendments to be made which Cllr Mason will action for approval at the next meeting

### i) Flooding

- Cllr Wall stated that there is some concern amongst residents that flood alleviation works are not being prioritised and it was requested that the Clerk arrange a meeting with the engineer Martyn Cross and the flooding group (will copy Cllr Robinson in)
- Some ditches within the village need clearing but it first needs to be addressed as to whose responsibility said ditches are. Between County Council and the engineer the ditches will be assessed and then a plan will be made to get them cleared
- Cllr Wall reminded Councillors that a survey for flood alleviation still needs to be undertaken at the top of Main Street

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9. Community legacy Grant update
  - Covered in Chairman's report
10. Petition update
  - Chairman's letter to County Council was read out and approved by the Cllrs
11. Parish Lands
  - Mike James and John Lashley are to continue to manage the Parish Lands as approved by DW and seconded by LB and TM, it was suggested that a meeting to visit the lands and tenants would be beneficial by Cllr Mason
12. Village entrance gates
  - It was agreed by all Cllrs that this would not be pursued at this time
13. Additional dog refuse bin
  - A Council Officer has agreed the location of the bin outside High House, several attempts to speak to the residents, but none have been successful yet
  - The bin has been purchased and an invoice has been submitted to Parish Lands
14. Village of Culture
  - An expression of Interest must be submitted by 18<sup>th</sup> September and all agreed that the Parish should apply. Cllr Mason is going to draft an expression of Interest for the Council to approve at the next meeting on 11<sup>th</sup> Sept
  - Needs to be confirmed as to how the £5k would be used
15. Neighbourhood Plan
  - Cllr Robinson expressed how Neighbourhood Plans now carry much more weight than Parish Plans and if going to undertake a Neighbourhood Plan it might be wise to do so with a neighbouring Parish to share the works and cost. Average cost of a plan is between £8k and £10k
  - More information will be gathered before a decision is made as to whether the project is undertaken. Clerk to email Andy Ford at Wychavon and arrange a meeting with the Cllrs
16. **Finance**
  - a) Update on the budget/ Bank balance as at end June 2019
    - Clerk working on current accounts to be circulated once we have June's account statement
  - b) The following payments were approved-

Lengthsman work April	£144
Lengthsman work May	£185.72
Limebridge mowing May (1100)	£464.40
Clerks wages April/ May	£343.21
Clerk Calc Training	£48.90
PATA	£12.75
HMRC for first quarter	£85.80
Clerks wages June/July	£305.14
Limebridge Mowing June (1138)	£309.60
Insurance	£354.96
Wychavon - Parish Games	£6.00
Clerk Expenses	£18.58
Lengthsman work June	£84.00

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c) Account Audit

Cllr Mason thanked Cllr Phillips, the clerk and, especially, Cllr Baxter for the considerable amount of work which they had done to get the accounts in order so that they could be submitted only slightly after the deadline. It had not been easy as not all information had been received from the previous clerk.

Cllr Wall expressed his concern with the handling of the 2018/2019 annual accounts submission. In his opinion, it was not correct for Cllr Baxter to have signed them off as RFO and Lisa Cope to have signed off as internal auditor. He recommended that the accounts be sent to Nigel Clay as independent internal auditor before being forwarded to the external auditors again with a covering note explaining the difficulty of not having a Clerk in place at the start of 2019. He reminded all Cllrs of the need to be transparent and the correct procedures must be followed.

It was agreed to do as Cllr Wall suggested.

17. **There was no correspondence**

18. **Future agenda items and reports:** Councillors may use this opportunity to report minor matters of information not included elsewhere on the agenda and to raise items for future agendas

19. Date of next meeting: To confirm the date of the next meeting as 11<sup>th</sup> September 2019

20. Confidential Matter- see aide memoire

The meeting closed at 9.30pm

Signed .....

Date.....

Future meetings

September	11/09/19
November	13/11/19
January	15/01/20
March	11/03/20
May	13/05/20

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## NOT TO GO ON NOTICE BOARD OR WEBSITE

### PUBLIC SESSION

- Concern was expressed regarding the response from County Council from the Petition and that the issue should not be dropped regarding the speed limit on the A44
- It was stated that 3 years ago it was agreed that there would be a meeting with the newly appointed Engineer Manager at Wychavon regarding the flooding and this had not been undertaken yet- Cllr Robinson gave the contact name at Council and the Clerk is to arrange a meeting
- Two parishioners both raised their concern with Wassells corner highlighting that there had been a recent accident here too and stated that chevrons are needed. Cllr Adams stated that a letter from the Clerk would be advisable but for the time being the marker posts would be looked into and whether they need re-positioning- he stated that chevrons were not currently planned here.

### CONFIDENTIAL MATTER

- The previous Clerk was paid a home working allowance of £17.50 every two months which is standard procedure-it covers costs incurred from home working such as electricity, WIFI, telephone and heating. This charge was approved to be paid for the current Clerk on going as proposed by Cllr Mason and approved by Cllr Wall and Bailey