

**CASTLEMORTON PARISH COUNCIL**  
**Draft Minutes of Meeting of Castlemorton Parish Council held on**  
**Thursday 9 January 2020 at the Parish Hall at 7.30pm**

**Present:** Cllrs: Barbara Wilkes, Don Lupton (Chairman), Simon Watts & Mariana Watts, and Jeremy Hubbard

**In Attendance:** Mrs C Leake (Clerk), DCllr Mick Davies and Mr Michael Wilkinson.

**Members of the Public:** 2

**Public Comments:**

Mr Bryan Smith recorded his thanks in the recent actions over vehicles parking on verges and to recent improvements to footpaths providing better accessibility. Such actions were appreciated by residents.

**01/20. Apologies:** Cllrs. Flanders, Fryman and CCllr. Tom Wells

**02/20. Declarations of interests**

1. *Register of Interests.*
2. *To declare any Disclosable Pecuniary Interests (DPI) and/or Other Disclosable Interests (ODI) in items on the agenda and their nature. None*
3. *To consider written requests from councillors for the council to grant a dispensation (S33 of the Localism Act 2011).*

**03/20. Minutes of the Previous Meeting**

It was **RESOLVED** that the draft minutes of the meeting of 7 November 2019 were a true record of the meeting and signed.

**04/20 Co Option of Council Member**

**Minute 79/19 Ref Councillor vacancy** - With one interested candidate, Mr Michael Wilkinson who had previously introduced himself to members, Councillors **RESOLVED** to complete the co-option process and **welcomed Mr Wilkinson to the Parish Council**. Upon completion of declaration of office, he was invited to join councillors for the remainder of the meeting.

**05/20 Parish Councillor resignation and Vacancy**

The clerk reported that she had received notification from Cllr. Rachel Sargeant of her decision to resign from the parish council and the process of advertising the vacancy would proceed. Mrs Sargeant's work with the ongoing project seeking the provision of broadband to Hancocks Lane was acknowledged and will continue.

**06/20. Matters Arising**

Minute Ref. 86/19

- The Clerk confirmed that she had sought advice from MHDC Planning as regards the siting of a number of caravans and mobile homes in the parish for varied use. The response is for the sites to be identified in order for planning to be able to provide the required advice. It was agreed that this information would be supplied.
- Investigation ongoing re Little Welland Farm – hedge removal.

**07/20. District Councillor's Report**

- DCllr reported on MHDC draft 5 year plan. This was to be considered by Overview & Scrutiny (O&S) committee next week. The motion before O&S is to recommend the adoption of the plan.
- Joint Chief Executive Jack Hegarty has announced intention to retire in July. His position in office and achievements will be much acknowledged

Subsequent discussion on recent publication of preferred options within the review of the SWDP which particularly border the parish with Welland and reasons for those not included

## **08/20. Finance Report**

### **Finance Report to date**

It was **RESOLVED** that the following income be noted & payments agreed:

	£	£	Description
Balance:		<b>14944.61</b>	
<b>Add Income</b>	543.75		WCC Lengthsman
<b>Total</b>		<b>543.75</b>	
<b>Less Expenditure</b>	445.16 311.25 30.00		Clerk Oct/Nov/Dec Lengthsman Cllr Exps - Printing
<b>Total</b>		<b>786.41</b>	
<b>Balance at close of meeting 7 November</b>		<b>14701.95</b>	

1. Consideration given to **internal auditor**. Mr George would be asked as per previous year.
2. **Budget and Precept Financial Year 2020/2021**  
A draft budget previously circulated was discussed, amended and accepted with particular note of proposed and agreed expenditure of up to £10,000 on hall project and allowance for audit costs.

**Proposed that the Parish Council seek a precept of £4500 for 2020/21 (as per previous 5 years) seconded and RESOLVED.**

## **09/20 Highways & Lengthsman**

- Following the persistent heavy rainfalls the lengthsman has been very occupied with ensuring the larger culverts around the Parish are clear of debris particularly on the B4208 . A new area of flooding is along Church Road and further investigations are necessary to see if drainage can be improved. Clerk and lengthsman to action.
- Large long hole off highway reported along Cutlers Lane and at bottom of Feathers Pitch, the latter marked for repair by WCC Highways.
- Littler picking by Mr Smallwood acknowledged.
- The matter of toads crossing the road at the top end of Hollybed Street has been addressed at 4C's a number of times. So an initiative by Parish Council has been **agreed** to prepare signs which will be placed on either side of highway from February to end of March to warn motorists of this seasonal activity. Need to consider any other such areas. COST?

## **10/20 Footpaths**

Cllr Flanders has advised councillors of the recent footpath activity.

CM 543 footpath to the left of Robin Hood has been cleared by Worcester Countryside Services. The owner has been informed, in future responsibility for clearance will be with owner.  
CM 513 (Welland 518). Footpath on corner of Castlemorton Common next to Marlbrook Farm. Owner has been contacted and new stile will be delivered from WCS and installed by him.

## **11/20 Planning**

Report of planning applications **received/decided** since last meeting was noted

19/01478/FUL	Clarks Farm Druggers End Castlemorton Malvern WR13 6JD	Erection of Children's Play Equipment <b>and subsequent amendment to location of equipment</b>	MHDC Approve
19/01422/HP	Bricklands Farm Eight Oaks Castlemorton Malvern WR13 6BU	First Floor Extension	MHDC Approve
19/01576/HP	Dees Cottage Castlemorton Malvern WR13 6BN	Retrospective planning application for re-siting of an oil tank.	MHDC Approve
19/01604/FUL	Pewtrice Farm Castlemorton Malvern WR13 6LT	Amended design of conversion of agricultural barns to form a single dwelling house permitted under application 17/00772/FUL	No Objection
19/01895/FUL	The Old Dairy Church Road Castlemorton Malvern WR13 6BQ	Conversion of red brick barn to holiday let	PC Support application
19/01891/GPDQ	Barn At (os 7957 3734) Church Road Castlemorton	Notification for Prior Approval for the proposed change of use of Agricultural Building to a dwellinghouse and associated operational development	No Consultation
19/00580/OUT	Land At (Os 8023 3785) Druggers End Castlemorton,	Erection of 2 dwellings (Live/Work) with all matters reserved except Access and Appearance.	Appeal refused.

- .Clerk highlighted updated timetable for MHDC councillor training as regards planning. Parish/ Town councillors invited to join in if desired.

### **12/20 Parish Hall Trust**

Chairman highlighted recent Parish Hall Trust activity with regards fundraising and budgeting for project hall extension. The generosity of one parishioner and enthusiastic supporting parish fundraising in addition to grants from Edward Cadbury Charitable Trust and National Lottery funds now means the Trust is able to progress with the project.

As regards administration of the funds the following resolutions were **confirmed and AGREED.**

Confirmation of email dated 14 December 2019 with the following resolutions

*That the Parish Council authorise the chairman to sign the grant acceptance on behalf of the Parish Council as Trustee and*

*That the Parish Council authorise the transfer of the grant from the Parish Hall Trust to the Parish Council.*

have been unanimously agreed by Castlemorton Parish Council.

Now work can progress and contractor quotes received the following

**resolution was proposed and AGREED**

*Upon completion of funding forms and consideration of quotes, 3 persons, named as*

- *Don Lupton – Chair of Parish Council*
- *Christina Leake – Clerk and RFO of Parish Council and*
- *Tim Cotterell – Treasurer of Parish Hall Trust.*

*to be authorised to oversee the Parish Hall extension project and All orders will be placed by the Parish Council.*

**13/20 Meeting Reports**

- Report provided on recent 4c's meeting – further details MHT website.
- Malvern Hills Trust - Awaiting publication of the collated information from the recent public consultation.
- Cllrs Watts reported on recent visit to Envirosort. The principle recycling centre for the County. Informative and interesting visit particularly viewing the variety of equipment necessary to sort the materials and use of labour too.

**14/20 Correspondence**

**Particular mention of**

- *CALC Updates*
- *District Town and Parish Councillor Planning Training 2019/20*
- *Police reports – recent fraud calls to residents re personal banking. Refer to police.*
- *WCC Budget Briefing 29 January 2020*

**15/20 New Initiatives**

- Clerk suggested hold on Defibrillator until extension complete for consideration to siting. Nearest availability at Welland School and Ellis Dawe.

**16/20. Next Meetings**

**RESOLVED that the next meeting will be Thursday 12 March 2020**

**Further date:**

**14 May 2020 (Annual Meetings)**

The meeting concluded at 9.20pm

Signed .....

Date.....