

**Minutes of Severn Stoke & Croome d'Abitot Parish Council Meeting
held at Severn Stoke Parish Hall on 15th January 2020 at 8pm**

Present: Cllr Watkins (Chair) Cllrs Preston, Garrard, Sturgess, Seward, Hadley, Keating-Nash, Cox, Hodson and Williams, Dist Cllrs Harrison and Michael Cllr Middleborough

In attendance: Clerk Mrs L Gower and 4 members of the public.

1 To consider apologies and to approve reasons for absence. Cllr Halling. Reasons approved.

2 Declarations of Interest

a. To declare any Disclosable Pecuniary Interests in items on the agenda and their nature.

b. To declare any Other Disclosable Interests in items on the agenda and their nature.

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. Cllr Halling declared an interest in item 10, a planning application submitted at his property. Cllr Halling has not been on the distribution for consultation on this application and Clerk has submitted PC response online in the usual way.

3 Minutes To consider the approval of the minutes of meeting held on 13th November 2019. Clerk read over actions from last meeting, all of which are covered on this agenda. Cllr Hodson proposed approval of these minutes, seconded by Cllr Keating-Nash, unanimously agreed.

4 Co-option of a Parish Councillor – MHDC have informed that the period has expired for parishioners to ask for an election so Council can proceed with Co-option process. Clerk has the form ready and will put on notice boards etc. Application forms are available from the Clerk.

5 Resignation of Clerk – Due to an offer to increase her hours in her other job Mrs Gower tendered her resignation. She is happy to continue until a replacement Clerk has been appointed. The position has been advertised and applications have been received. Item 6 will deal with this process.

6 Appointment of a Staffing Committee and recruitment of new Clerk procedure. Cllrs Cox, Watkins and Seward have agreed to be the Staffing Committee, with Cllr Seward being the Chairman. Unanimously agreed. Staffing Committee are meeting following this meeting and will short list the applications. They will interview the candidates short listed and will appoint a new Clerk. The current Clerk will be involved in this process and is already sorting out handover information etc.

7 Councillors' Reports

County Cllr Middleborough – The new buses are not receiving enough passengers to make this viable beyond the current funding until August 2020. Please encourage anyone to use the bus service. County Council budget planning is looking at a 3.9% rise in precept with them controlling approximately £364,000 million. The Library at Upton upon Severn is working well and will remain.

Cllr Harrison – Following meeting with Clerk and Cllr Halling land drainage work has been undertaken. Cllr Harrison is hoping to meet with EA at the end of February and has a meeting with FLAG following this meeting. Cllr Watkins said about an issue with a flood flap being jammed open and the poor response from the EA. Their response would not have been quick enough and would have caused flooding. Cllr Harrison will raise this with the EA.

Cllr Michael – Nothing to add.

8 Clerk's Report

Clerk General Admin of correspondence emails etc. Minutes of last meeting and actions arising.

Contacted EON as we haven't had any invoices, annually April. Updating information web pages.

Emails with Cllr re Staffing committee to be formed for recruitment process, see urgent decisions below.

Flooding – Meeting with Land Drainage Officer on 18 Nov, walked the areas, discussed where water comes from etc. Land Drainage Officer to write to the owner of The Haven re cleaning out the ditch. Cllr Halling has since cleared vegetation from all of the ditches and culvert etc in negotiation with the land owners. Thank you for undertaking this. Looking at locations for Croome village signs and agreeing spelling of this. Advert for Clerk's position and advertising and preparing associated documents. Discussion with resident re street light not working in Knights Hill and the state of the verge in Knights Hill, resident has carers etc, Clerk will discuss with WCC/Fortis.

Highways – Flooding in field opposite Madge Hill/The Lodge, Clerk has suggested meeting with WCC as sure problem not solved. Pavement issue Knights Hill repaired by WCC. Further emails with WCC re Croome d'Abitot "village" signs, wording confirmed and spelling as all capital letters. Locations to be clarified with Cllr Middleborough. Logged the damage to elevated section of footpath opposite turning for Severn Bank on A38 on Stoke Bank, possibly hit by vehicle. Reporting damage to bollards at Kinnersley around the green and the need for new ones, WCC should action within 4 weeks, neighbours who reported updated. Reporting drains at High Green which require jetting.

Lengthsman did war memorial, lengthsman cleared first elevated section of footpath where damage is. Lengthsman having hip replaced on 20th Jan so will be out of action for 6/8 weeks.

Urgent decision To prepare and advertise Clerk's vacancy following resignation of the Clerk. Preparation of job description and application form. Vacancy advertised with CALC, receive applications.

9 Clerk Finance Report

a. Finance Update Budget agreed and last meeting and revised one circulated to Councillors to include the possible purchase of a defibrillator. Precept will be decided 15.1.2020.

b. Approval of cheques and invoices, Mr S Bott, Lengthsman £208, Dec hrs and £208 Jan 2020 hrs. Viking Direct £76.64 stationery, ink, Mrs L Gower £29.25 expenses. Approval proposed by Cllr Garrard, seconded by Cllr Preston, unanimously agreed.

10 Agree precept for 2020/21 – The budget was discussed at the last meeting and agreed. Discussion took place, precept proposed by Cllr Watkins as £8900, £200 increase on last precept, seconded by Cllr Garrard, unanimously agreed. Clerk will inform MHDC

11 Planning Report

Clerk asks all Councillors to respond to planning applications when they are emailed

Application	Property concerned	Detail	Action
19/01400/HP	10 Knights Hill Severn Stoke	Retrospective application for car port and store	Circulated (except Cllr Halling as personal interest) Recommended approval Refused by MHDC
19/01430/FUL	Coach House, Severn Stoke	Erection of a sectional 3 sided steel storage building to store garden/woodland equipment	Recommended for approval.
19/01526/LB	1 Lower Farm Cottages, Severn Stoke	Replacement of conservatory roof with slate roof, replacement of 2 windows, internal alterations to first floor layout	Recommended for approval. Approved by MHDC
19/01609/LB	2 Lower Farm Cottages, Severn Stoke	Replacing 10 existing timber framed windows	Recommended for approval.
19/01852/FUL	Access Track From C2105 Dunstall To Defford Aerodrome Dunstall Earls Croome	Erection of a ground mounted solar farm, associated works and ancillary infrastructure, including access tracks, underground cables and grid connection substation.	Site visit is Tuesday 21 st January 2020
20/00013/FUL	Orchard House, Kinnersley	Variation of Condition 1 of planning permission 18/01253/FUL for 7 dwellings	On circulation

Site visit for Solar Farm Defford arranged for 21st January 2020 at 2.30pm.

12 Location of Village “Welcome to Croome d’Abitot” signs

Wording has been agreed and WCC have agreed the locations with Cllr Middlebrough. Signs are on order.

13 Parking on village green area in Kinnersley

Clerk logged on WCC site, WCC replaced two bollards which were damaged but no new one put on to prevent parking. Parking has continued and grass is getting very cut up and muddy which will prevent the gentlemen who mows it doing so this coming season if this continues. Clerk has logged with WCC again as their land, they are coming out to look to see what they wish to do.

14 High Green VAS and speeding in the parish, inc community speed training

Safer Roads Partnership have agreed to train a team of min 6 community speed volunteers. Clerk is seeking volunteers and has four so far.

15 Croome/Tarmac Liaison Group updates No meetings taken place since last Tarmac meeting in Sept.

16 Land drainage issues

Met with Land Drainage Officer on 18 November, various actions agreed. Cllr Halling has since cleared all the vegetation from the ditches either side of Birch Lane. Land Drainage officer has been sent updated photographs of this area. .

17 Street light and verge outside 1 and 2 Knights Hill

Clerk has been contacted by relative of resident there. The street light is currently not working, Clerk has instructed Prysmian to repair this and invoice PC. Cllr Michael will contact Fortis to see if anything can be done regarding the verge outside this property.

Clerk

Clerk

Clerk

Clerk
Cllr
Michael

- 18 **Parish Hall committee update**
Cllr Halling unwell and not present tonight.
- 19 **Councillors' comments and items for future agendas**
Slab at Notice board at High Green needs cementing, Clerk will assess.
- 19 **Date of next Severn Stoke & Croome D'Abitot Parish Council meeting** – 11th March 2020

Public Question Time

4 members of the public present.

Signed ChairmanDate