

BRETFORTON PARISH COUNCIL

Minutes of the Meeting held on
Monday 11th May 2020.
At the Memorial Hall, Bretforton.

PRESENT:

Cllr K Carter	
Cllr J Cleveland	Vice-Chairman
Cllr A Powell	District Councillor
Cllr R Davis	Chairman
Cllr N Smith	
Cllr A Grant.	
Cllr G Collins	
Cllr K Wright.	
Cllr T Appleby	

APOLOGIES (accepted):

Cllr Alastair Adams County Councillor

OPEN FORUM:

Resident has reported giant hogweed on Back Lane verge. Contractor has been asked to not cut until resolved and Worcs CC have been asked to inspect and clear as per DEFRA instructions.

ELECTION OF CHAIRMAN AND VICE-CHAIRMAN

Chairman : Cllr Davis will remain as elected Chairman due to current restrictions until May 2021. All in favour.

Vice-Chairman : Cllr Cleveland will remain as elected Vice-Chairman due to current restrictions until May 2021. All in favour.

Declaration of Acceptance of Office forms for Cllr Davis, Chairman and Cllr Cleveland, Vice-Chairman will be signed at next meeting together with declaration of acceptance of office forms for councillors as required.

DELEGATION OF POWERS :

Planning – Delegation to Clerk

The Council as statutory consultee, delegates all decisions arising under development control consultations with the Chairman and Vice Chairman. The Clerk will arrange for relevant papers to be circulated to the named Cllrs who should return the Council's responses within the prescribed consultation period.

Decisions made under this Delegation will be reported to and minuted at the next Council meeting.

Under this Delegation, and in particular with regard to controversial major development proposals, the Clerk in consultation with the Chairman, may decide that a Parish Council

and/or Extra-Ordinary meeting be called to consider the matter or that the matter be referred to the next Parish Council Meeting, whichever is applicable.

Proposed by Cllr Cleveland, Seconded by Cllr Carter.

Burial Grounds – Memorial Headstones

The Council delegate the approval of memorials and additional inscriptions to the Clerk. Under this Delegation any request, which is considered to be unusual and requires further consultation will be referred to the next Council meeting.

Proposed by Cllr Cleveland, Seconded by Cllr Carter.

Urgent Decisions of the Council

Urgent decisions required between scheduled meetings of the Council are delegated to the Clerk in consultation with the Chairman and Vice Chairman of the Council. Under this delegation, where appropriate the Clerk may decide that an Extra-Ordinary meeting of the Council be called to deal with this urgent matter.

Proposed by Cllr Cleveland,, Seconded by Cllr Carter..

CALC REPRESENTATIVES

No longer required.

PARISH COUNCIL MEETING

County Council:

See report which is displayed, when supplied, on school noticeboard and at www.worcestershire.gov.uk/myparish or at www.Bretforton.net

District Council:

Coronavirus Update:

- Wychavon staff are mostly working on covid 19 and working remotely.
 - As at 24th April 2020, there has been 60 deaths in Wychavon of which 30 are in care homes as a result of covid 19.
 - Business support grants have been given out of £24.5million to 2108 businesses. Rough sleepers are all off the streets. DC has supported local initiatives such as Bretforton Community Shop, tea and cake on VE Day.
 - Flytipping has increased, tip is now open.
 - Refuse wagons have been repainted to support NHS.
 - Small business grant is available for companies with fewer than 50 staff in tiered amounts. Village halls are eligible for grants as long as PC do not pay the business rates.
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- Clayfield Road has been resurfaced.

MINUTES:

Minutes of the Meeting held on 9th March 2020 were circulated. Proposed by Cllr Wright. Seconded by Cllr Grant. All in favour to accept the minutes. **Minutes will be signed at next available meeting.**

OPEN FORUM ITEMS:

None.

DECLARATION OF INTEREST:

- a. Councillors are reminded of the need to update their register of interests.
- b. To declare any personal interests in items on the agenda and their nature.
- c. To declare any prejudicial interests in items on the agenda and their (Councillor Councillors with pecuniary interests must leave the room for the relevant item(s)).

Cllrs Cleveland and Carter-Planning Application - Community Shop Committee.

Cllr Wright-Finance- Supplier-Pecuniary Interest

Cllr Grant- Section 106 application.

REPORTS FOR INFORMATION.

Clerk;

- Standing Orders and Financial Regulations- Copies have been sent to councillors.

Chairman;

- Clerks Review- Review was read out and increase of one level to scp36, rate £17.09 agreed.

FINANCE:

- a. To consider and approve the statement of accounts and authorise payments.

Bank Account Reconciled Statement

Lloyds Bank Current Account	01875579	30-93-11	
Statement Number	38		
Statement Opening Balance	£3,176.68	Opening Date	01/04/20
Statement Closing Balance	£19,664.56	Closing Date	01/05/20
True/ Cashbook Closing Balance	£19,664.56		

Date	Cheque/ Ref.	Supplier/ Customer	Debit (£)	Credit (£)	Balance (£)
01/04/20	BACS200417WDC	Wychavon DC	49.00	0.00	3,127.68
07/04/20	BACS200413MP	Maurice Parkinson	235.20	0.00	2,892.48
07/04/20	BACS200413VG	Vale Gardens	41.65	0.00	2,850.83
08/04/20	BACS200413GM	Getmapping	36.00	0.00	2,814.83
08/04/20	Transfer		15,823.11	16,323.11	3,314.83
09/04/20	500293	Bretforton Memorial Hall	0.00	1,070.00	4,384.83
13/04/20		Worcs CALC	726.78	0.00	3,658.05
13/04/20		Worcs CALC	69.98	0.00	3,588.07
13/04/20	BACS200413AE	Andrea Evans	632.40	0.00	2,955.67
13/04/20	BACS200413MP	Maurice Parkinson	702.00	0.00	2,253.67
13/04/20	BACS200413SC	Smartcut Ltd	492.00	0.00	1,761.67
13/04/20	Transfer		0.00	2,000.00	3,761.67

14/04/20	BACS200413PM	Phil Moxon	60.00	0.00	3,701.67
14/04/20	BACS200413WDC	Planning Portal	256.00	0.00	3,445.67
14/04/20	BACS200414MG	Merstow Green Care Home	0.00	465.00	3,910.67
17/04/20	BACS200417AE	Andrea Evans	50.20	0.00	3,860.47
20/04/20	d/d200413NP	Npower	1,323.61	0.00	2,536.86
21/04/20	002371	HMRC	114.40	0.00	2,422.46
21/04/20	BACS200421WDC	Planning Portal	142.00	0.00	2,280.46
22/04/20	002370	Eon UK Ltd	115.20	0.00	2,165.26
27/04/20	BACS200427AE	Andrea Evans	50.00	0.00	2,115.26
27/04/20	BACS200429JK	Joseph King	290.00	0.00	1,825.26
28/04/20	BACS200428RD	Robert Davis	12.40	0.00	1,812.86
28/04/20	BACS200429AE	Andrea Evans	1.30	0.00	1,811.56
29/04/20	500294	Bretforton Sports Club	0.00	142.00	1,953.56
29/04/20	BACS200429JK	Joseph King	290.00	0.00	1,663.56
30/04/20	BACS200430WDC	Wychavon DC	0.00	18,001.00	19,664.56

Uncleared and unrepresented effects

Total

Bretforton Parish Council

Expenditure transactions - payments approval list start of year 01/04/20

Tn no	Cheque	Gross	Heading	Invoice date	Details	Cheque
26	BACS20051 1TM	£200.00	21000	11/05/20	Terry Miles - External audit	£200.00
27	BACS20051 1CS	£55.14	20500	11/05/20	Cardiac Science - Defib pads	£55.14
28	BACS20051 1JK	£210.00	21100	11/05/20	John Hicks - Play area annual inspection	£210.00
29	BACS20051 1MP	£819.60		11/05/20	Maurice Parkinson - mowing and VAS	£819.60
1		£540.00	20100/1		mowing	
2		£279.60	20100/2		Mowing	
30	BACS20051 1VG	£24.94	20500	11/05/20	Vale Gardens - repair kit	£24.94
32	BACS20051 1SC	£492.00	20100/2	11/05/20	Smartcut Ltd - amenity and verge mowing	£492.00
33	BACS20051 1PM	£30.00	21100	11/05/20	Phil Moxon – defibs	£30.00
Sub Total		£1,831.68				
		£572.76			Confidential	
Total		£2,404.44				

Invoices and payments approved for settlement including account balances and payments. Proposed by Cllr Grant. Seconded by Cllr Cleveland. All in favour.

- b. The Annual Governance Statement on the annual return for the year ending 31st March 2020 was noted and approved. Proposed by Cllr Collins, seconded by Cllr Grant with a unanimous vote in favour and signed by Chairman and Clerk.**
- c. The accounting statements for the year ending 31st March 2020 was noted and approved, proposed by Cllr Carter, seconded by Cllr Grant with a unanimous vote in favour and signed by Chairman and Clerk**
- d. The Internal Auditor Report on the annual return for the year ending 31st March 2020 was noted and approved, proposed by Cllr Grant, seconded by Cllr Cleveland with a unanimous vote in favour.**
- e. Lock in to Npower for street lighting for 3 years at a reduced rate of £997 per year. It was unanimously agreed to change to this rate, proposed by Cllr Smith, seconded by Cllr Appleby.

ITEMS FOR DISCUSSION.

1. Memorial Hall- 1. Signage -Post is in place but is too close to light bulb when it requires changing. 2. Hall management- Chairs have arrived and old ones can be removed at the weekend. Pallets have gone to allotments.
2. Wildflower planting- Update- Verge currently has giant hogweed which will take a while to treat. It was agreed to clear verge when matter resolved and plant next spring.
3. Land for village car parking-Cllr Appleby has asked and is waiting for a response. Next agenda.
4. Bretforton Sports Club car park- Club have been advised that PC do not feel this is correct solution, a new plan is to be submitted for consideration. Chair has checked path to play area which is fully accessible for all.

Wychavon District Council.

- **Section 106 contributions held including Public Arts & Culture-** Wychavon have confirmed that they support the application but may require further information regarding the funds going to an educational organisation when this is heard by Localism Panel.

Worcestershire County Council.

CALC –

LENGTHSMAN:

- Lengthsman budget 2020-2021 of £1925.38 has been confirmed.
- Weedkill blue bricks and gutters on Main Street.
- Clerk has sent request as to whether VAS can be included in temporary covid 19 rules for lengthsman.

PLANNING – APPLICATIONS:

Parish Council comments recorded on Planning Portal.

Applications for Consideration:

20/00621/HP- Centre Farm, 43 Whitford Close, Bretforton.

Conversion of loft space into a habitable room and insertion of roof lights.
Removal of redundant chimney stack, repairs to wall including render to gable end.

20/00725/FUL- Bretforton Community Social Club, Main Street.

Enlargement of existing shop to include shop store and disabled WC. Full planning approval for enlarged shop in place of temporary planning approval.

Bretforton Sports Club, Station Road.

Extension to sports club to provide showers and improvements to changing rooms.

APPROVAL;

20/00101/GDDQ- Top Farm, Main Street, Bretforton

Application for prior approval for proposed change of use of agricultural building to residential

APPEAL:

APP/H1840/W/19/3241960 Land adjacent to Station Road, Bretforton-Dismissed.

REFUSED:

- OTHER ITEMS
- ENFORCEMENT-

Publications

CLERKS REPORT:

CLERKS REPORT on Urgent Decisions since last meeting

- Purchase of plants
- Submission of planning application for Community Shop and Bretforton Sports Club.

COUNCILLORS REPORTS & ITEMS FOR FUTURE AGENDA.

- Speeding in village.

Meeting closed at 8.05pm

Date of the next meeting; 8th June 2020.

Signed:

Date: