

# Hill & Moor Parish Council

Clerk: Mrs Jo Adams  
Landline: 01386 554305

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## Minutes of the Parish Council Meeting

held by video-conference on

**Thursday 2nd July 2020 at 7pm**

Present: Cllrs T. Betteridge, P. Jeanes, Mrs A. Jeanes, D. Saunders, Mrs P. Stone and Ms P. King

Also present: J. Adams, Clerk; District & County Cllr Liz Tucker

- 1. Apologies:** There were none.
- 2. Declarations of Interest:** There were none.

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*The meeting was adjourned for Public Question Time  
Notes can be found at the end of these minutes.*

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- 3. Minutes:** It was agreed that the minutes of the Parish Council meeting of the 4<sup>th</sup> June 2020 were a true and accurate record.
- 4. District and County Councillors reports:** Cllr Tucker reported on progress of the planning application for 16 mobile homes at Duffledown Farm. The application was not close to being determined; better maps of the site had been requested from the applicant but had not yet been supplied. The new planning officer had been out to visit the site and identified 5 pitches with statics, some with tourers also, and 2 pitches with tourers only. The planning officer had wanted to establish the current situation before moving forward with the application.  
  
Cllr Tucker also reported that playgrounds were allowed by Government to re-open.
- 5. Parish Councillors reports:** Cllr Jeanes reported that the pub had requested to borrow the council's marquee to serve customers outside. The marquee would be situated at the rear of the pub. The publican had also requested the use of the car park for patrons, as their own car park would be occupied by the marquee. The council agreed that the marquee could be loaned. The pub would carry responsibility for public liability for the duration. The loan of the car park was agreed to September 2020, with four-weekly reviews. Should Village Hall hirers need use of the car park, they would be given priority.
- 6. Progress reports**
  - a) Review of actions from previous meeting: The action points were reviewed.
  - b) Playing Field and mowing: Cllr P. Jeanes reported that the playing field was looking good with its frequent cuts. The renovated football pitch had received its first cut. Some of the new trees were suffering from the effects of the Spring drought. The handyman had been watering them over the last month or so, but costs for this were mounting and could not reasonably continue. The perimeter fencing had been looked at and parts of it were leaning towards the road and needed repair. Cllr P. Jeanes would obtain a second quotation for the works to the fence. The hosepipe requested at the last meeting had been organised. Cllr Saunders noted that, in some places, grass was overgrowing the perimeter path.

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- c) Play area: Play areas were now allowed to open. Signs would be put up to remind people to social distance.
- d) Flood / Drainage: Nothing to report.
- e) Footpaths: The path near Robinhood House was looking overgrown.
- f) Village Hall: The AGM was scheduled for the 14<sup>th</sup> July. The situation with the accounts had been clarified: income or expenditure up to £25,000 in the year did not require external audit.
- g) Landfill Site: The next meeting would take place on Monday.
- h) Lengthsman: Still no training dates had been set. Cllr Tucker would investigate what the county council intended to do about getting new lengthsman trained and compliant with their own regulations.
- i) Newsletter: Nothing to report.
- j) Report from NHB /S106 Group: Nothing to report
- k) VHEG: Nothing to report
- l) PACT: Nothing to report
- m) Urgent Decisions Group: Damage to lights on the field had been fixed. It was decided that spares could be obtained for future incidents.

## 7. Planning

### a) New planning applications:

20/01019/HP	6 Haigh Villas, Throckmorton Road, Lower Moor, Pershore, WR10 2PW	Two storey side/ rear extension
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The Council had no objection to the application.

### b) To receive Decision Notices:

Application Number	Address concerned	Description of works	Hill & Moor PC response	Wychavon Decision
20/00767/FUL	Land Adjacent, Barlwych Cottage, Hill Furze	Conversion of existing former transport haulage buildings into 1 No. 2 bedroom dwelling and 2 No. 3 bedroom dwellings, new garages and ancillary works	No objection	Refused

### c) To note or discuss Planning Correspondence, Information and Issues: Notice had been received that an appeal has been launched regarding the following application:

Application Number	Address concerned	Description of works	Hill & Moor PC response	Wychavon Decision
19/02716/FUL	3 Cherry Orchard Road, Lower Moor, WR10 2PN	Erection of dwelling and additional vehicle access	No objection + condition	Refused

## 8. Finance: To report on the financial situation of the Parish Council and to approve cheques for payment:

### Income since last report

Date	Received from	Details	Total £
03/06/2020	HMRC	VAT payment for 2019/20	6,328.63
09/06/2020	Lloyds Bank	Bank Interest	0.81

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## Payments for approval

Date	Payee	Detail	£ inc VAT
31/05/2020	Smart Cut	Grasscutting 11/5; 28/5	267.29
03/06/2020	Npower	Play field elec 2/03/20 - 1/06/20	33.42
11/06/2020	Community Action Suffolk	Insurance 2020/21	384.37
11/06/2020	P. Jeanes	Float for mower fuel	100.00
30/06/2020	J. Adams	Salary June '20	256.59
30/06/2020	J. Adams	Phone/computer June '20	17.50
30/06/2020	HMRC	PAYE Q1 2020/21	199.60
30/06/2020	Shaun Strange Gardens	Watering trees 30hrs	360.00
30/06/2020	Shaun Strange Gardens	Field maintenance 22hrs June 2020	264.00

Current account - Lloyds - A/c 01865441

**Balance as at 25/06/20** 15,501.57

Savings account - Lloyds - A/c 07578509

**Balance as at 25/06/20** 20,398.42

**Total cash assets** **35,899.99**

### Ringfenced

Flood alleviation	10,000.00	
Overpayment of grant funds	1,591.46	
CIL	0.00	
Grant funds	Village Hall improvements	5,531.55
Bonfire funds	1,272.60	
<b>Total Ringfenced</b>	<b>18,395.61</b>	

### Earmarked Reserves

Asset Maintenance / Replacement / Disposal	2,000.00
Purchase Asset	0.00
<b>Total Earmarked Reserves</b>	<b>2,000.00</b>

**General Reserve** **15,504.38**  
**(Total cash assets less Ringfenced funds and Earmarked Reserves)**

It was resolved to approve the cheques for payment. It was agreed that the accounts software would be purchased, as previously discussed and agreed.

## 9. Correspondence for Information

The following correspondence had been received and circulated:

- Notice that work on the SWDP continued, with the Joint Advisory Committee members meeting remotely.

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- Guidance from NALC regarding re-opening of playgrounds.
- A request for a memorial bench to be placed in the parish had been received. Cllr Betteridge agreed to contact the person who had made the request and arrange a meeting as to where the new bench could go. The council would pay for the installation of the bench.
- A survey about virtual meetings
- Further updates on aspects of the Covid-19 outbreak

**10. Clerk's report:** The pension re-enrolment declaration had been completed. The accounts for 2019/20 were with the internal auditor. A discussion took place on setting up cloud storage so documents could be shared.

**11. Summary of Councillors' agreed actions:** Cllr A. Jeanes would circulate the list round in due course.

**12. Date of next meeting and items for next agenda:** Thursday 3rd September 2020.

The meeting was closed at 8.30pm.

## Public Questions

There were none.