

Parish Council of Alfrick and Lulsley

Minutes of the meeting of the Parish Council on Thursday 27th April 2023 at 19:00hrs in the Village Hall, Alfrick.

Present: Chair, Cllr N S Catlow

Cllrs: Ms B Prodger, R Ashton, T Clarke, A K Hinton, G Lowe, G Messervy-Whiting, G M Brewin (Clerk),

S Warr, (Parish Tree Warden),

Visitors: Three.

AGENDA

1.

Members' Apologies for absence

None

2.

Members' Declarations of Interest

None

3.

Confirm the minutes of the meetings held on 23rd March 2023 and 30th March 2023 *(circulated in advance)*

These were agreed as true records and signed by the Chair.

4.

Financial Matters;

- a) Approve the Council's Accounts 2022-3 - *(circulated in advance)*
Approved and signed by the Chair.
- b) Approve the formal Annual Governance Statement 2022-3- (Page 4 Annual Return) *(circulated in advance)*
Approved and signed by the Chair.
- c) Approve the formal Annual Statement of Accounts 2022-3 - (Page 5 Annual Return) *(circulated in advance)*
Approved and signed by the Chair.
- d) Approve Clerk's expenses -April 2023, £226.37 Approved.
- e) Note the following payments made under the delegated actions procedure;
17/4/23 Alfrick Village Hall – meeting fees – £18.00 - noted
17/4/23 WCALC Annual Subscription, £502.38 inc vat - noted
27/4/23 Gallagher Insurance (3-yr agreement) Council's Annual Insurance premium. £748.60 - noted
- f) Approve the installation of a Bus Shelter at the War Memorial - £11,139.00 plus vat. *(circulated in advance)*
The council noted the increased cost of all elements of this, the need for a new base slab, shelter and installation. On the proposal of the Chair it was agreed to halt the purchase and installation of the shelter and proceed only with the new base slab at a cost of c£2250 at present. The clerk to action this.
- g) Note the council's bank acc at 27/4/23, £26,227.11 - noted

5.

Planning and Environmental Matters;

- a) Note delegated response to: Application Number: M/23/00428/HP, Chapel Cottage, Birchwood, Storridge, WR13 5HA, Single storey rear extension; Juliette balcony to rear facing bedroom, replacement front porch; enlarged window to west elevation. *'This council has no objection to this application.'* - noted
- b) Consider a response to: App no. M/23/00456/OUT. Chippawa, Alfrick Pound, Alfrick, WR6 5HA Outline application with all matters reserved for the erection of one energy efficient bungalow. *(circulated in advance)*
After a brief discussion the clerk was asked to return *'This council has no objection to this application.'*
- c) The following application had arrived too late to be included in the agenda.
Application Number : M/23/00454/CU
Location: Forge Cottage, Alfrick Pound, Alfrick, Worcester, WR6 5HA
Proposal: Change of use of existing domestic outbuilding to short term holiday let (retrospective)
The clerk was asked to make a delegated response; *'This council has no objection to this application.'*

6.

Appointment of Mr R Timney as Clerk to the Council and RFO.

- a) Note, Mr Timney has signed his formal acceptance of Clerk to the Council and Responsible Finance Officer (RFO) from 1/5/23. -Noted
- b) Authorise Mr R Timney to have full access to the council's bank account. Agreed.
The clerk reported that it was taking longer than expected to implement the change at Lloyds Bank. In the interim the council could return to issuing cheques. Alternatively he suggested that the new clerk could issue requests on behalf of the council for him to operate the council's internet account until the change-over was completed and this was agreed.
- c) Authorise Mr R Timney to have full access to the council's HMRC account. Agreed.

7.

Arrangements for Alfrick and Lulsley Horticultural Show committee's use of the Council's Playing Field.

Approve the document 'Application for use of the Playing Field' for all activities over 100 attending.

(previously circulated in advance)

The Chair proposed that he would have a final document acceptable to the Show Committee and for use with other organisations and groups wishing to hold formal events on the Playing Field, at the next meeting. Agreed.

8.

New Tennis Court - S106 funded project.

The Clerk together with Cllr Ashton to report on the project application to MHDC

An agreement on the lease payments had been reached viz;

The lease payment would rise by £5 on each of the first (5yr) 10 reviews and by £10 on reviews 11 to 19. - it would therefore become £240 on the 19th review and £250 if the Lease continued beyond the 99 year term. Agreed.

The clerk would advise the Village Hall solicitor accordingly.

The Court would be surrounded by a net fence of sufficient strength to allow other activities if agreed in the future but with no markings or goal areas other than for tennis.. Agreed.

Fencing of the whole leased area to be specified in the S106 proposal. Agreed.

The clerk would correspond with the two bidding contractors on revised costs for this.

9

Approve the latest Parish Council Community Self-help Plan. *(circulated in advance)*

Cllr G Messervy-Whiting to propose. This would be maintained as a running project with additions a required. Agreed.

10.

Clerk's Report -

He had held four two-hour briefing sessions with the new clerk and had delivered all the council's documentation to him including access to the council's section of the WCC website and access to HMRC on-line PAYE system.

The WCC Lengthsman's Office had suggested that the Lengthsman could be employed on some aspects of footpath maintenance.

Members noted that this did not seem appropriate on the footpaths in the parish and the clerk was asked to convey this to the WCC lengthsman's office.

11.

Items for the next meeting.

This will be the First Meeting of the new Council for which much of the agenda is prescribed. It will be preceded by the Annual Parish Meeting at 19:00hrs.

Newly elected members must deliver their Acceptances of Office and Email Acceptance of Information before they can take their seats on the council.

12.

Confirm the date of the next meeting: May 18th May 2023 proposed.

Agreed

The meeting closed at 20:10 hrs.

Minutes confirmed.....