

2012/01

**Annual Meeting of Crophorne Parish Council held on Monday 9<sup>th</sup> May 2011 in the Village School 7:30pm.**

**0. ELECTED COUNCILLORS SIGN ACCEPTANCES**

Cllrs Annis, King, Meikle and Segar signed their acceptance of office and the meeting was declared quorate. The clerk will progress Cllr West's acceptance and the two vacancies from the recent election will be subject to an immediate co-option process as indicated by WDC.

**1. ELECTION OF CHAIR**

Outgoing Chair & Cllr Hughes opened the meeting and requested nominations for the Chair. Cllr Meikle proposed, seconded by Cllr Segar and the meeting agreed that Cllr Annis would become Chair, there being no other nominations.

**2. RECEIVE CHAIR'S ACCEPTANCE OF OFFICE AND SIGNATURE**

Chair Annis signed the relevant acceptance and thanked his co-councillors for their choice. He also thanked the outgoing Chair Hughes for his service to the council over the past five years and the last two as Chair.

**3. APOLOGIES**

Present: -	Chair R Annis	WDC Cllr T McDonald
	Cllr J King	Parishioners 2 (including Mr Hughes)
	Cllr T Meikle	
	Cllr J Segar	Clerk R Coles

Apologies were received from WCC Cllr E Eyre and elective Cllr M West.

**4. ELECTION OF VICE CHAIR, PLANNING COMMITTEE, FINANCE GROUP, RESPONSIBLE FINANCE OFFICER, INTERNAL AUDITOR AND VILLAGE HALL REPRESENTATIVES.**

Cllr King proposed, seconded by Cllr Segar and the meeting agreed that Cllr Meikle should become Vice Chair.

Chair Annis proposed, seconded by Cllr Segar, and the meeting agreed that the full council should form the planning committee.

Cllr King proposed, seconded by Cllr Segar, and the meeting agreed that Chair Annis, V/chair Meikle and the clerk should form the Finance Group.

Chair Annis proposed, seconded by V/chair Meikle, and the meeting agreed that the clerk Mr R J Coles would remain the Responsible Finance Officer.

Chair Annis proposed, seconded by V/chair Meikle, and the meeting agreed that Mr John R Welch of Orchard Rise, Main St would continue as internal auditor through to the end of 2011/12 financial cycle at least.

Chair Annis proposed, seconded by V/chair Meikle, and the meeting agreed that Cllr King and Cllr Segar would act as Village Hall representatives and both were fully aware of the difficulty of being on both the village hall committee and the parish council and would at all times ensure which 'hat' they were wearing.

**5. DECLARATIONS OF INTEREST**

Cllr King personal & prejudicial as Chair of the Village Hall committee.

Cllr Segar personal as a member of the Village Hall committee.

**6. CONSIDER GRANTS AND RESERVES**

Chair Annis proposed, seconded by V/chair Meikle, and the meeting agreed that the Grants budgeted for 2011/12 including £1650 for Sheppey maintenance (including mowing), playground actual expenditures that may be re-designated to help the Sheppey Play Area be payable in due course.

Chair Annis proposed, seconded by V/chair Meikle that the Council's balances and reserves at the end of 2010/11 being: -

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Long Term Reserves	£ 500	10% of precept/regular spend
	£1000	one election
	£3500	legal ability to act quickly – total £5000
Commitments	£1000	Church Wall (to be reviewed for next precept cycle)
	£ 310	2 off dog bins
	£1050	Flood grants to pass on
	£ 473	Comm 1 <sup>st</sup> /Pplan
	£15176.74	Residual Sheppey Play Project Funding

Leaving free balances of £641.91 with a precept of £4390 for 2011/12 be accepted as a true and fair reflection of the Parish Council's financial situation going forward.

### 7. CONSIDER RENEWAL OF INSURANCE FROM 01.06.11 AND AUTHORISE PAYMENT.

Chair Annis proposed, seconded by V/chair Meikle, and agreed by the meeting that the insurance policy be adopted for another year and the sum of £391.18 be paid. The clerk noted that the recent large increase in assets due to the Sheppey Play project would be, and Cllr King in her capacity as Village Hall Chair agreed, insured and maintained by the Village Hall over the next seven years at least as required by the LEADER project rules.

### 8. APPROVAL OF MINUTES

Cllr Segar [proposed, seconded by Cllr King, and the meeting agreed to accept the minutes of the meeting on 21<sup>st</sup> March 2011 for signature by the Chair.

### 9. FLOODING – JULY 2007 - AFTERMATH

- a) WDC grant of £1,000 is still being considered.
- b) A planning application including identifying work specific to the flood alleviation grant of £2500 from WDC will be followed up by V/chair Meikle as its timing is now becoming critical. WDC Cllr McDonald will keep WDC informed with regards to EA verbal approval at least, and implied consent from WDC Conservation.

### 10. POLICING – contact is PC Stuart Toms (08457 444888/03003 333000)

Cllr Meikle indicated that scrap, in particular, metal was being targeted by thieves and extra vigilance in and around the village was required particularly at the village hall reconstruction site.

### 11. CHARITIES – nothing reported

### 12. VILLAGE HALL (to include Sheppey Play Projects & Village Shop)

Cllr King reported that the rebuild was on schedule as of the end of April and the official opening will be 10<sup>th</sup> September by WDC Cllr McDonald. Treasurer Lindsay Beckman has resigned but will oversee the refurbishment financials and a hand over period to Richard Getting. A bookings clerk is still required. Worcester Bosch have been consulted on the sports showers with a solar ground heating combination looking popular, two additional quotes will be required before going out to obtain the necessary grants. The mowing volunteers are being approached to manage all aspects of the process. Blades need a 3 year sharpening at £400 and a service of £200 is now due. The issue of using and supply of red diesel will be investigated by V/chair Meikle.

The issue of the village shop is causing concerns as there appears to be no volunteers willing to lead the initiative.

Cllr Segar reported that stage 2 application for lottery money will be decided in July. LEADER are chasing for work to be carried out and have agreed to bins and a disabled picnic area. The issue of a BBQ area is causing concern and WCC Cllr Eyre will be consulted.

**The meeting closed for 10 minutes to allow the parishioners present to talk to councillors.**

### 13. COUNTY COUNCILLOR'S / DISTRICT COUNCILLOR'S REPORTS

WDC Cllr McDonald issued a report for circulation covering: thanks to parishioners for his second four year term following increased turnout and majority, Wychavon swing to Conservatives, cuts are being managed in **2012/03**

line with coalition guidelines, Commemoration Garden officially opened in Pershore Abbey Park 08/05/11 and worth a visit, Wychavon Community Grants of £80000 advertised, fuel poverty (see below), housing numbers and Localism Bill due shortly. He remains in Cabinet with regeneration responsibilities etc.

#### 14. MATTERS ARISING

- a) Footpath Middle Lane/Blacksmiths Lane – V/chair Meikle had talked to the landowner expressing a wish that any fencing of the footpath would still leave a wide usable track taking into account the terrain and hedging.

#### 15. SOCIAL HOUSING – see below

#### 16. LENGTHSMAN

The clerk agreed to get the lengthsman to ensure that the recent end to the prolonged dry weather had not blocked drains. V/chair Meikle reported that a drain just south of Holland House was filled with stones etc.

#### 17. PARISH PLAN – priority continues with Sheppey Play Project above.

V/chair Meikle agreed to bring the Pplan action list to the next meeting for review. It continues to be noted that under the proposed localism bill the Pplan will morph into an Nplan (Neighbourhood) and an approach to WDC in due course would be welcomed.

#### 18. PLANNING

- a) **W/10/02601/CU – Field off track to fisherman’s car park Jubilee Bridge at Mill Bank Fladbury** Support for Fladbury Parish Council and Crophorne Mill owners together with a number of concerns have been filed and a decision is awaited. This decision is delayed pending further investigations with the Environmental Agency; however local objections cover many other aspects.
- b) **W/11/00135/LB – Miss L Powell, Court Thatch, Neigh Lane - 4 x replacement windows** – No objection filed and permission has been granted.
- c) **W/10/03080/LB (& 81/PP) – Mr R Nardini, Vine Cottage, Kennel Bank - New vehicular access, erection of garage, refurbishment of windows. Replace thatch on lower roof to S/E and N/W elevation with tiles.** Concerns were filed over the loss of some thatching and permission has been granted.
- d) **W/11/00360/PN – Mr & Mrs Allen, Bank Top, Main St – Proposed dwelling (variation to previously approved scheme 08/01061)** – No objection filed and permission has been granted.
- e) **W/11/00533/LB – Mrs P Simmons, Columbarry House, Kennel Bank – Retrospective consent for small conservation roof light on rear of building** – No objection filed and permission has been granted.

Nigel Potter of Community First is scheduled to attend a Parish Council meeting with regards to Social Housing.

WDC Cllr McDonald agreed to find out the status of the Strickland’s site which was being undertaken at WDC.

#### 19. FINANCE/PRECEPTING

- a) V/chair Meikle proposed, seconded by Cllr Segar, and the meeting agreed to accept the Bank/Balance Schedules for 31/03/11 & 09/05/11 to be signed by Chair including one extra cheque paying the clerk for May in order to ensure that the parish council was preparing for full implementation of PAYE at HMRC’s insistence.
- b) Payments approved from above

			£
558	33	Lengthsman Mar	43.60

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559	1	vhall grant part	85.00
560	2	Aon insurance	391.18
561	3	CALC	235.61
562	4	S4PG matting	252.00
563	5	Green tree cabin design	540.00
564	6	Clerk sal/all apr	149.84
565	7	Clerk sal/all may/payee2	96.32

## 20. WEBSITE

The clerk achieved agreement to continue to populate the MyParish part of WCC website with contact details and photographs. The clerk was asked to see what mechanism could be used to help widen the circulation of NW data kindly passed on from neighbouring Fladbury using the local website with Chris Hall.

## 21. CORRESPONDENCE

### 22nd March 2011

1	C&C	Direct March 2011
2	Comm 1 <sup>st</sup>	Newsline Winter 2011
3	CALC	Executive Officer's report to Area Meetings Mar & Apr
4	Census	Update
5	CALC	Issue 8 04/03/11
6	MP Luff	HMRC & PAYE issue
7	PTC	Library petition
8	CALC	Issue 9 17/03/11
9	WCC Eyre	Broadway Division report March
10	Standards	Meeting 30/03/11
11	WCC	Waste Core Strategy

## 22. ITEMS FOR INFORMATION / DISCUSSION

- a) The outgoing Chair ex Cllr Hughes had requested that the following items be considered by the new council following the Annual Parish Meeting in April:-
- i) CPC to take a more active role in supporting local footpaths which are currently a WCC responsibility helped by local warden Hilary Hall.
  - ii) CPC to consider what additional help it could offer the Village Hall committee to encourage usage, shop, resources etc.
  - iii) CPC to consider what help it can offer parishioners and WDC with the purchase of fuel in bulk to reduce heating costs in particular.
  - iv) CPC to consider approaching Fladbury to share use of its speed indicator sign provided that WCC approves such measures.
  - v) CPC to consider how it can help with a new cycle/footpath between Jubilee Bridge and Charlton Cemetery along Millbank/Merrybrook corridor with support from Fladbury PC & Charlton PC.

It was agreed that these items should be carried forward until a full council was in place. Initial thoughts included the clerk contacting WCC Cllr Eyre with regards to footpath funding in i). V/chair Meikle asked the clerk to investigate possible gates in his and neighbour's field boundary with WCC footpath warden Hilary Hall after comments from walkers. Cllr King had already covered ii) which will be the subject of a village hall meeting on Tuesday 10<sup>th</sup> May. The clerk asked for multiyear data to help the parish council plan for future support at precepting time. The clerk was asked to talk to Vic Alison, deputy MD at WDC to see what could be the mechanism for iii) to be put to parishioners interested in saving on fuels. All Cllrs were asked to ascertain where possible speeding problems were in the village for the clerk to progress possible actions with WCC Highways in due course to cover iv) which is in the PPlan. The clerk reported that a meeting with Highways was being arranged to cover v).

## 23. DATE OF NEXT MEETING(S)

The next Meeting of Cropthorne Parish Council is on Monday 6<sup>th</sup> June 2011 7:30pm at the Village School. Any items for inclusion on the agenda and proposed corrections to the minutes must be with the Clerk by Sunday 29<sup>th</sup> May 2010.

**2012/05**

Chair closed the meeting at 09:00pm.

Signed .....(Chair)

Date.....