

## **FLADBURY PARISH COUNCIL**

Minutes of the Annual Meeting of Fladbury Parish Council held on Tuesday 14<sup>th</sup> May 2013 at 7:30pm in the Sports Pavilion, Fladbury

### **1. ELECTION OF CHAIR.**

There being no other nominations, Cllr Stephens proposed, seconded by Cllr Manser, and the meeting agreed to elect existing Chair Southcott for the year 2013/14.

### **2. RECEIVE CHAIR'S ACCEPTANCE OF OFFICE, HOUSEKEEPING ETC.**

Chair Southcott signed his acceptance of office thanking his fellow councillors for their past and future support.

### **3. APOLOGIES.**

Present: - Chair Southcott  
V/chair G Mills  
Cllr M Anderson  
Cllr B Carter  
Cllr D Day  
Cllr A Stephens  
Cllr S Insall  
Cllr N Manser

Clerk R Coles  
1 Parishioner

WCC Cllr Eyre and WDC Cllr McDonald sent their apologies.

### **4. ELECTION OF VICE CHAIR.**

There being no other nominations, Cllr Insall proposed, seconded by Cllr Carter, and the meeting agreed to elect existing V/chair Mills for the year 2013/14.

### **5. DECLARATIONS OF INTEREST**

Chair Southcott and V/chair Mills personal and prejudicial regarding their allowances withdrew from any discussions.

### **6. COUNCILLOR VACANCY (ref Cllr Llewellyn)**

WDC have issued the call for an election which if not carried out will result in a Notice to Co-opt being issued around 3<sup>rd</sup> June 2013 and may allow time for this to take place at the next meeting in June. The clerk was asked to place the potential co-option vacancy in the June Flyer.

### **7. CONFIRM PARISH COUNCIL REPRESENTATIVES (OUTSIDE BODIES): -**

Following discussion, the representatives for the ensuing year were proposed as below:-

- |   |             |
|---|-------------|
| a) Fladbury Village Hall –  | (IMS)       |
| b) CPRE Liaison Officer -   | (GM)        |
| c) Evesham, Pershore & Districts Police & Community Consultative Group (BC) |             |
| d) Friends of Fladbury -  | (IMS,GM,SI) |
| e) Glasshouse Liaison Group-  | (IMS,GM,DD) |
| f) Internal auditor –   | Mr R Bailey |

### **8. CONFIRM MEMBERS OF COMMITTEES.**

Members of the Finance Committee for the ensuing year were proposed as below:-

- a) Finance (Chair, Vice Chair, DD, SI and BC)

### **9. CONFIRM RESPONSIBILITIES FOR: -**

Following discussion, these responsibilities were proposed as below:-

- |                                  |      |
|----------------------------------|------|
| a) Planning/Website/Email List   | (DD) |
| b) Footpaths/Recreational Ground | (GM) |

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- c) Lighting/Neighbourhood Watch (BC)
- d) Insurance/Lengthsman/Mowing (NM)
- e) Neighbourhood Plan/Housing Needs Survey/Recreational Ground (IMS)
- f) Sports Contact/Contracts/Recreational Ground (MA)
- g) Tree Warden/Publicity (AS)
- h) Local Events/Defibrillators/FoF/Recreation Ground (SI)

Cllr Insall proposed, seconded by Cllr Stephens, and the meeting agreed to the roles and responsibilities above in items 7, 8 and 9. If and when the vacancy is filled a review will take place.

### 10. CONSIDER RENEWAL OF INSURANCE FROM 1.6.13 AND AUTHORISE PAYMENT.

Cllr Day proposed, seconded by Cllr Manser, and the meeting agreed to accept the renewal of the insurance with AON/Allianz Cornhill quote for £1721.64, down 50% due to a very competitive market developing recently against a budget of £3650.

### 11. CONSIDER ANNUAL GRANTS, RESERVES and BALANCES.

#### Grants

- a) Fladbury Village Hall (budgeted £100)
- b) Parochial Church Council for Church Clock (budgeted £30)
- c) Citizens Advice Bureau (budgeted £200)
- d) Cotswold Line (budgeted £25)
- e) Air Ambulance (budgeted £100)
- f) Fladbury Flyer (budgeted £120)
- g) Severn Area Rescue Association (budgeted £100)
- h) "Woodward's" Orchard (new £100)

Cllr Stephens proposed, seconded by Cllr Anderson, and the meeting agreed the list of grants above.

#### Reserves and Balances

- a) Day to Day contingency £2000 – 10% of expenditure
- b) Election cost £2000 – one event
- c) Legal ability to move quickly £6000 – between precepts
- d) Pavilion residual fund £1343
- e) New street lights/upgrades etc. £3500
- f) M&T funds £500
- g) Playground mnte £1000
- h) Recreation trees £2000
- i) Farm Street play refurbishment £2635
- j) WCC Light transfer to WCC £3250
- k) Flood Clear Up £1000
- l) Free reserves £4094

Cllr Anderson proposed, seconded by Cllr Stephens, and the meeting agreed to the year end and current position of the reserves and balances as shown above.

### 12. CONFIRM MEMBER'S ALLOWANCES.

- a) Chair's allowance (budgeted £150 uplifted to £200)
- b) Vice Chair's allowance (all other councillors do not take up) (budgeted £100 uplifted to £150))

It was proposed by Cllr Insall, seconded by Cllr Manser, and the meeting agreed to a £50 uplift in the budgeted £100 for the V/chair's allowance. It was proposed by Cllr Insall, seconded by Cllr Anderson, and the meeting agreed to a £50 uplift in the budgeted £150 for the Chair's allowance. (For the record both Chair and V/chair declared an interest and withdrew from the debate).

### 13. APPROVAL OF MINUTES

Cllr Carter proposed, seconded by Cllr Stephens, and the meeting agreed to accept the minutes for the meeting of 25<sup>th</sup> March 2013 for Chair to sign.

### 14. Intentionally Blank

**15. FINANCE**

a) Cllr Insall proposed, seconded by Cllr Stephens, and the meeting approved the Receipts and Payments A/C up to 14/05/13 for Chair to sign with the addition of 4 off £250 cheques to replace an earlier signed Flood clearance cheque for £1000 which has been withdrawn and cancelled.

b) Invoices for Payment from above approval – £

1701	87	Expense IS re Footpaths mtg WCC	10.50	late eoy
1702	1	Playsafety	81.60	early
1703	2	NALC LCR sub	16.00	early
1704	3	Clerk sal/all paye apr	286.71	early
1705	4	lighting 4Q12/13 1Q13	737.34	early
1706	5	CALC sub	354.96	early
1707	6	Flood Clearance pass thru	canx	early
1708	7	Pavilion clean apr	170.00	early
1709	8	Defib project incidentals	50.00	
1710	9	Mowing x2 apr	324.00	
1711	10	Vhall annual mtg	10.00	
1712	11	Clerk sal/all paye may	286.71	
1713	12	Aon insurance	1,721.64	
1714	13	Church clock	30.00	
1715	14	Village hall	100.00	
1716	15	Fladbury flyer	120.00	
1717	16	Wychavon CAB	200.00	
1718	17	Cotswold Line Promotion Group	25.00	
1719	18	County Air Ambulance	100.00	
1720	19	Severn Area Resue Association	100.00	
1721	20	"Woodward" orchard	100.00	
1722	21	Flood Clearance pass thru 1 of 4	250.00	early
1723	22	Flood Clearance pass thru 2 of 4	250.00	early
1724	23	Flood Clearance pass thru 3 of 4	250.00	early
1725	24	Flood Clearance pass thru 4 of 4	250.00	early

c) The meeting was temporarily suspended whilst outstanding cheques were authorised.

**The meeting closed for a parishioner to address the council.**

**16. MATTERS ARISING FROM THE MINUTES**

- a) Annual Parish meeting/Bus shelter – Chair reported that the Chantry ladies were not at the Parish Meeting. However consultation with them and parishioners near the existing bus shelter will have to take place before a meeting with the WCC/Bus Company etc. can consider the moving of the bus stop back to its original position.
- b) Meadows interpretation panels – Chair requested that this be carried forward to June meeting.
- c) Village Sign – Cllr Mansell reported that the wooden cross beam was not as sound as expected. The existing wooden structure will be oiled and the sign remounted for the 2013 Walkabout with a suitable plaque to former Chair Llewellyn. A new cross beam and repainting of the sign will take place in the near future.
- d) Recreational Ground Grit Bin resiting – This bin has now been resited.
- e) Recreation Ground Watering – Chair reported that this item was in the hands of the Canoe Club and Cricket Club and would be dropped from the agenda.
- f) Lengthsman – The clerk will contact Chair and Cllr Manser for mutual dates for an evening tour of the village with the lengthsman.
- g) Recreation Ground Car Park – Chair requested that this item be added to a proposed tour of the facilities in the near future.
- h) List of Third Parties for local complaints resolution – The clerk is preparing an initial submission for the website.
- i) Emergency Planning – Chair has emailed a relevant presentation for discussion at the next meeting.

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## 17. PARISH & NEIGHBOURHOOD PLANS

Information regarding the process, scoping and implications of a Neighbourhood Plan will be discussed with help from WCC Cllr Eyre and WDC Cllr McDonald.

18. **POLICING** - contacts are PC Dave Shortell & CSO Simon Hall (03003 333000 Ext 3408/3499)  
(Also new less urgent 101 services complement 999 emergencies)

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

WDC Cllr McDonald issued a report via the clerk which has been circulated to all councillors.

WCC Cllr Eyre had contacted Chair to confirm temporary water bumpers around the two trees requiring permanent barriers at the new A44 roundabout to facilitate immediate opening of both sides of the highway. Cllr Stephens was asked to check with WDC Tree Officer Sally Griffith whether these trees had been subject to a TPO during the recent emergency discussions.

## 20. PLANNING

- **W/09/01922/LUE – Ms L Hyett, Whitsun Brook Farm, Hill Furze – Certificate of lawfulness (existing use) – use of land as the garden area to the farmhouse** – Concerns over the quality and detail of this application have been filed and a decision is awaited. WDC have agreed to attempt to progress and resolve this long outstanding issue. WDC Enforcement has indicated that this is not their top priority and will respond in due course. ***Cllr Day was requested to brief the meeting on the exact technical nature of this long outstanding item.***
- **W/12/01129/AB– Spring Hill Farm, Salters Lane, Fladbury WR10 2PE – Agricultural irrigation reservoir** - Concerns have been filed and a decision is awaited. The two main outstanding issues appear to be a waste pipe under the site and Worcestershire archaeological staff indicating a major sensitive site. Since then the Environment Agency have shown concerns and a proper survey of the site has been requested. EVG consider that the costs of the archaeological work are excessive and they were not intending to proceed on that basis. ***No change.***
- **WCC 12/000079/CM – Vale Green Energy – Variation of condition 8 of 11/000020/CM (Glasshouse site request to build digester in parallel timescale with A44 roundabout rather than sequentially)** – It had been generally agreed at a meeting held at the beginning of last year that it would be unreasonable to insist upon the implementation of the condition requiring EVG to complete the roundabout construction before work began on the AD as this would have meant the loss of a 'growing season'. This meeting had been attended by WCC, WDC and Fladbury PC councillors (Eyre, Tucker, McDonald, Southcott and Mills) as well as officers from WCC. However, it was agreed that Cllr Day and the Chair would revisit the permission to ensure that all other conditions were being adhered to. A no objection response was filed by WDC in support with the Parish Council to offer no objection responses to WCC and permission granted at a March meeting.
- **WCC 13/000006/CM – Vale Green Energy – Part retrospective planning application for a pasteurisation house, (including education room), ancillary equipment and an end storage bag–** Concerns regarding unexpected height of the educational centre building have been registered. WCC are in the process of consideration. ***Cllr Day was asked to liaise with WCC Cllr Eyre as to why [consultees pertaining to approved applications did not appear on the WCC website as expected.](#)***
- **W/13/00546/OU – Mr & Mrs Francis, Pole Position, Station Rd – Erection of two detached dwellings** – An objection was filed and permission has been refused.

**Glasshouse Liaison Group** – Chair Southcott reported that he had asked for suitable dates in early June following the anticipated reopening of the A44.

**Housing Needs Survey** – Chair Southcott asked V/chair Mills to arrange the outstanding meeting with Bretforton within the next two weeks or so.

**Pugh's Yard, Broadway Lane Goods Vehicle Operating Centre Licence Variation** – Chair Southcott reported that correspondence had taken place between Patrick Pugh and WCC and a decision from the Traffic Commissioners was awaited.

## 21. LIGHTING (Cllr Carter 860 247)

It was agreed that the four undamaged lights removed during the recent WCC requested upgrade could be given to Mr Williams as requested by Cllr Carter.

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**22. FOOTPATHS/TREES (WCC Warden FPC Cllr Mills footpaths 860 644,  
WDC Warden FPC Cllr Stephens trees 860 320)**

V/chair Mills reported that the Section 31 paperwork for the permissive path required from EVG to complete the circular Jubilee Walk was available and would be tabled at the next liaison meeting. EVG have agreed to tidy up the Porter's Path when the A44 roundabout is in full operation. The Parish Council has been advised by Severn Waste that a Community Project in conjunction with Hill & Moor PC would help in securing any additional work required on the Porter's Path to restore its unhindered usage.

**23. RECREATION GROUND/PAVILION (Chair Southcott 861 061, V/chair Mills 860 644,  
Cllr Anderson 861 191, Cllr Insall 860 909)**

The clerk will contact the four representatives for this item to arrange a mutually agreeable evening for a complete tour of the facilities to identify current and future issues.

**24. MYPARISH/WEBSITE/ECOMMUNICATONS (Cllr Day 860 183)**

Cllr Day reported that he had been in discussions with Webmeister Steve Curtis to give the defibrillator list of responders a more prominent and logical position on the village website rather than under the Parish Council section.

**25. NEW HOMES BONUS (NHB)**

**Awards:** - Year 1(2011) N/A, Year 2(2012) £1842 x 6, Year 3(2012) none – Total £11052

**Usage:** - Defibrillator 1 of 2 £1250 leaving £9802. (Expenses claim outstanding).

**Suggestions to date:-**

Jubilee – not allowable  
Older Children Facilities  
Recreation Ground Car Park – under review  
Recreation Ground Oak Fencing – under review  
Additional plantings  
Footpath maps/aides – under review  
Speed Gun, Display Boards  
Village Green North tidy up  
Community Orchard  
Outdoor Adult Training Machines – Cost too high, Urgency Low  
A44 boundary signage to Parish  
Design and installation of meadows interpretation panels – under review

A request for the final £600 required for the church upgrade to make it more accessible for other activities will be checked with the relevant officer in WDC, however the clerk indicated that this type of item had been specifically excluded during a recent briefing at WDC.

**26. CORRESPONDENCE - none**

**27. OTHER ITEMS FOR INFORMATION/DISCUSSION**

- a) The flood clearance grant has been paid for the work done together with the voluntary effort via Friends of Fladbury and the meadow is looking pristine again.
- b) A suitable memorial to Cllr Llewellyn was discussed and in addition to the village sign plaque the best suggestion to date was for an internal clock at the pavilion. All were asked to consider this item for discussion again in June.
- c) Rural Rate Relief for Anchor Inn – Option A 50% including £346.50 payable by Parish Council, Option B 25% with no Parish Council contribution, Option C 0%. Cllr Anderson proposed, seconded by V/chair Mills and the meeting agreed that Option B would be adopted.
- d) Rural Rate Relief for Chequers Inn – Option A 50% including £336.29 payable by Parish Council, Option B 25% with no Parish Council contribution, Option C 0%. Cllr Anderson proposed, seconded by V/chair Mills and the meeting agreed that Option B would be adopted. The clerk was asked to report on recent activity on Rural Rate Relief over the past year or more.
- e) WDC have awarded the Village Hall via the Parish Council as head trustee a 'Green' grant of £6000 which will go towards upgrading the insulation in particular of the building.
- f) The clerk has tendered his resignation as of 30<sup>th</sup> September 2013 and the process for a replacement will include and advert in CALC Update as well as the noticeboard and Five Alive.

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- g) The clerk was asked to check on the condition of all the planters and fix or renew as necessary.
- h) It was agreed that WCC Cllr Eyre should be formally notified that the Parish Council would like a say in the final colour chosen for repainting the Jubilee Bridge which is due soon after a technical issue has been cleared.
- i) It was agreed that WCC Cllr Eyre should be notified that the condition of the main village road, particularly Station Road/North and Church Street was showing signs of significant degradation.
- j) Chair reported that he had written to properties adjoin EVG land at the back of Lazy Lane, Paynes' Lane requesting respect for other peoples' property. EVG are known to have initiated their own action against one householder for seizing land by moving a boundary fence into their field.
- k) The clerk was asked to contact Evesham Town Council with regards to their request to approach adjacent Parish Councils with regards to help in public consultation on preparing Evesham Town Plan. The clerk also passed on the message that the Evesham Town Partnership had funding from WDC to help not only Evesham but any of the 30 nearby parishes with help in promoting local activities and events. The WDC contact is Shaun Reilly on 565518.

**28. DATE OF NEXT MEETING(s)**

Monday 24<sup>th</sup> June 2013 – Parish Council Meeting will take place at the Sport's Pavilion at 7:30pm. Any items for the agenda and proposed corrections to the minutes must be lodged with the Clerk by Sunday 16<sup>th</sup> June 2013.

The meeting closed at 09:20pm.

**Signed:** ..... **Date:** .....