

# BRETFORTON PARISH COUNCIL

Minutes of the Meeting held on  
Monday 13<sup>th</sup> May 2013.  
in the Memorial Hall

## PRESENT:

Cllr R Davis	Chairman
Cllr N Smith	
Cllr P Lisney	
Cllr K Carter	
Cllr J Cleveland	Vice-Chairman
Cllr K Wright	District Councillor

## APOLOGIES;

Cllr A Grant  
Cllr J Johnson  
Cllr L Hall

## OPEN FORUM:

Residents attended to raise issues on:

- Speeding/accidents on the B4035
- Update on community shop project

## ELECTION OF CHAIRMAN AND VICE-CHAIRMAN

Parish Clerk took the Chair and invited nominations for:

**Chairman** : Cllr Davis was nominated by Cllr Wright, seconded by Cllr Cleveland.  
Cllr Davis was elected Chairman and took the Chair.

**Vice-Chairman** : Cllr Cleveland was nominated by Cllr Davis, seconded by Cllr Lisney.  
All in favour.

**Declaration of Acceptance of Office forms were signed by all elected Councillors.**

## PARISH COUNCIL MEETING

### County Council:

No report

### District Council:

DC provided information about “balancing the budget” from Wychavon. Details can be found at [www.wychavon.gov.uk/budget2013](http://www.wychavon.gov.uk/budget2013).

## MINUTES:

Minutes of the Meeting held on 8<sup>th</sup> April 2013, circulated, approved and signed.

## **DECLARATION OF INTEREST:**

Cllr Smith, Lisney, Carter and Cleveland – community shop committee

## **SUB COMMITTEES:**

**General Purpose & Finance:** Cllrs Hall, Davis & Grant

**Planning & Burial Ground :** Cllrs Johnson, Wright & Cleveland

**Recreation Ground, Roads, Footpaths & Lights :** Cllrs Smith & Carter

**S106 Monies :** Cllrs Davis, Cleveland & Lisney

**Community Shop & Post Office :** Cllrs Lisney, Smith, Carter & Cleveland

**Parish Plan :** Cllrs Davis, Cleveland, Smith & Carter

## **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 Wright. Seconded by Cllr Lisney.

### **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 Lisney.

### **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 Wright. Seconded by Cllr Lisney.

## **CALC REPRESENTATIVES**

Cllr Lisney agreed to take this role.

## **OPEN FORUM ITEMS.**

Vicarage Nurseries  
Parking/New Street

## **PROGRESS REPORTS FOR INFORMATION.**

### **Clerk;**

The End of Year accounts as at 31 March 2013 and the Annual Governance Statement 2012/13 were approved and signed by Cllr Davis.

### **Chairman;**

Clerk's Annual Review – it was proposed and agreed to increase Clerk's pay to SCP25, rate 11.074 with effect from 1 May 2013. Proposed by Cllr Lisney, seconded by Cllr Smith. Chairman to send letter of confirmation.

## **ITEMS FOR DISCUSSION.**

**Parish Plan-** Business questionnaires are to be printed and sent out by Clerk before next meeting. Organisation questionnaire to be emailed to all Cllrs for approval. Sub-Committee set up to get Parish Plan to conclusion.

**Trees-** i. Trees – Wychavon Tree Officer has approved work on lime trees. ii. All trees at recreation ground have now been removed. It was agreed to report the matter to Crimestoppers and to review replacing the trees at the appropriate planting time.

**Shop and Mobile Post Office Service-** Mobile Post Office service is working well. Cllr Smith requested an email to new Chairman of Committee offering support from Parish Council.

**VAS-** VAS has arrived and is due to be installed week commencing 20<sup>th</sup> May 2013.

Locations have been approved with Worcestershire CC and Offenham PC. Further bracket has been ordered.

**Website-Draft Minutes/Communication.** – Next agenda.

**Request for Grit Bin/Salt.-** Several residents have suggested locations for grit bins. Put locations in parish magazine and request comments by 30 June 2013.

**Red Telephone Box-**Cllr Smith has removed box from Stoneford Lane and will remove box from Station Road in due course..

**Land at Station Road-**Insurance company have confirmed that insurance policy covers suggested pond.

**Project for Section 106 Monies-** Sub Committee set up to take Section 106 projects forward. Clerk to provide details for fixed exercise track, play equipment and youth facilities for next meeting.

**Village Community Assets-** Clerk to contact Andrew Ford to register British Legion.

**Play Inspection Annual Report** – Report has been carried out – all equipment is up to standard.

## **Wychavon District Council**

1. Rural Rate Relief – J E James – approved.
2. Rural Rate Relief – A Duffy – rejected due to shop closure.
3. Change to Planning – i. Planning applications will become paperless from September 2013.  
ii. Parish Councils will be given three minutes speaking time on planning committee applications with effect from Autumn 2013.

## **Worcestershire County Council.**

1. Parish Grass Cutting – review of contracts – approved and returned to Worcestershire County Council.
2. Lengthsman – renewal of contract – approved, proposed by Cllr Smith, seconded by Cllr Cleveland – all in favour.

## CALC

### PLANNING - APPLICATIONS:

#### Parish Council comments recorded on Planning Register

##### Mr A Curry, Oakdene, 114 Weston Road, Bretforton

Proposed single storey extension to the side of an existing dwelling.

##### REFUSED:

##### Vicarage Nurseries, Weston Road, Bretforton WR11 7HW

Change of use in part of agricultural holding currently covered in part by glasshouses to the permanent storage of 56 caravans for use by seasonal agricultural workers, plus erection of communal room with kitchen and ablutions block.

##### APPROVED:

##### Bretforton Sports Club, Station Road, Bretforton.

Removal of existing 2 store sheds and erection of replacement store building.

##### M Zidani, 41 Main Street, Bretforton

Conversion of dovecote into a single dwelling and formation of access and parking area.

##### Crest Nicholson, Field Adjacent to Holly Close, Bretforton.

Full Planning Application for the development of 48 dwellings, including 17 affordable units, open space, and associated infrastructure on land north of Station Road, Bretforton.

##### WITHDRAWAL;

- OTHER ITEMS – Vicarage Nurseries, Weston Road, Bretforton.  
Change of Use-
- 

### CORRESPONDENCE For Information.

#### Publications

### CLERKS REPORT on Urgent Decisions Since Last Meeting.

Chq to Bretforton Community Shop £750 (agreed at March 2013 meeting).

### COUNCILLORS REPORTS & ITEMS FOR FUTURE AGENDA.

### ROADS/FOOTWAYS/GREENING OF THE VILLAGE:

**Potholes i.** Coldicotts Lane and Station Road.

**Street Lights**

**Other Items-** i. Lamppost- Weston Road.

ii. Raised manhole-Coldicotts Lane

**Lengthsman Tasks –**

### Finance:

**April 2013.**

<b>Income:</b>	<b>£</b>	<b>Expenditure:</b>	<b>£</b>
Opening Balance:	29721.05	A Evans	248.53
Investment Account	10880.30	A Evans/qty expenses	125.45
Fixed Deposit	15219.77	BCA	10.00

Interest	.37
Fixed Deposit(2)	25100.44

A Evans/holiday pay 2012	111.82
M Parkinson/lengthsman	119.00
M Parkinson/BG Mowing	250.00
Cox & Hodgetts	25.00
Aon Insurance	2452.89
Ancient Oaks	525.00

**Deposits**

Wychavon DC/Precept	11751.00
Merstow Green/K Witts	410.00
HMRC/Vat	2206.22
Worcs CC/lengthsman	119.00
Merstow Green/Z J Haines	410.00

**Invoices to be approved:**

A Evans-Salary	248.53
Joseph King	260.00
A Evans/Burial Fee	25.00
Worcs CALC	454.71
NPower d/d	641.34
Eon	141.60
RR Relief-Wychavon re JE James	78.01
A Evans/burial fee	25.00
Joseph King	260.00
Wychavon DC/dog bins	262.90
Terry Miles/Audit	250.00
A Evans/hrs for audit & vat	99.40
Limebridge/amenity	276.00
OHL Stationers	15.67
J Hicks/play inspection	136.08
George Willcox Granite/Memorials	546.00
Westcotec/VAS	1671.00
M Parkinson/lengthsman	28.00
M Parkinson/grass cutting	603.00

Invoices and payments approved for settlement. Proposed by Cllr Wright. Seconded by Cllr Lisney.  
All in favour. Meeting closed at 10.05pm

**Date of the next meeting; 10<sup>th</sup> June 2013.**

**Signed: .....**

**Date: .....**