



## Minutes of Meeting

**Subject:** Elmley Lovett Parish Council Meeting

**Location:** Cutnall Green & District Memorial Hall

**Date and time:** Held on 10 December 2013 at 19.30 hours

**Present:** J Homer (JH) Acting Chairman (Vice Chairman)  
A Aston (AA)  
J Bache (JB)  
A Barlow (AB)  
L Brookes (LB)  
S Taylor (ST) Clerk

**Apologies:** A Maiden  
A Fisher (AF) District Councillor  
A Miller (AM) District Councillor  
M Broomfield (MB) County Councillor

**Distribution** Parish Councillors  
District Councillors  
County Councillor  
Parish notice board

**Date issued:** 17 December 2013

Item	Action
<b>1. Election of Chairman</b>	
1.1	The Clerk asked for nominations: J Homer – Proposed by AA, Seconded by JB, all agreed.
<b>2. Declaration of acceptance of office</b>	
2.1	JH declared his acceptance and was duly elected.
<b>3. Declarations of interests</b>	
3.1	Mr Aston and Mrs Bache are members of the Memorial Hall Committee. Mr Homer is a member of the Elmley Lovett Parochial Church Council. Mrs Brookes is a member of Hartlebury Parish Council.  JB declared a non-prejudicial interest in item 7.1, the landowner is a friend.
<b>4. Minutes of meeting on 8 October 2013</b>	
4.1	The minutes of the above meeting were approved and signed.
<b>5. Co-option to fill council vacancy</b>	
5.1	Councillors are aware of two potential candidates. A notice will be placed on the board to indicate that an expression of interest must be lodged with the Clerk by 31 January. The co-option will be scheduled on the agenda for



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the meeting on 11 February 2014.

- | <b>6.</b>  | <b>Matters arising</b>  | <b>Action</b>      |
|------------|---|--------------------|
| <b>6.1</b> | <b>Anti-social behaviour in Oaktree Drive</b><br><br>The Clerk sent a letter to the landlord, Festival Housing Association, and as no reply was received an email was sent on 27 November but still no reply has been received. The Clerk will contact District Councillor A Fisher who raised the issue and JH will speak to Mr Moran to notify him of the Parish Council response.  | <b>ST &amp; JH</b> |
| <b>6.2</b> | <b>Potter Group – site visit and risk assessment</b><br><br>Carry forward to February meeting.  | <b>JB</b>          |
| <b>6.3</b> | <b>Graffiti</b><br><br>Delegate to Lengthsman purchase and use of chemical for removal.   | <b>ST</b>          |
| <b>6.4</b> | <b>Playground maintenance</b><br><br>Completed.   |                    |
| <b>6.5</b> | <b>Tree maintenance on Elmley Brook at Jingle Joys Bridge</b><br><br>Grant received but works not yet carried out, ST to chase.   | <b>ST</b>          |
| <b>6.6</b> | <b>Rural Rate Relief</b><br><br>JH to contact Lord L Morton.  | <b>JH</b>          |
| <b>6.7</b> | <b>New Homes Bonus</b><br><br>Scheme particulars and appropriate projects discussed. Project proposals to be submitted to the parish council meeting on 11 February 2014.   | <b>All</b>         |
| <b>6.8</b> | <b>Bus stop</b><br><br>The Elmley Trust is still prepared to give financial assistance for this facility however the current bus service consultation has listed the Cutnall Green service as being at risk of cessation.   |                    |
| <b>7.</b>  | <b>Planning</b>   |                    |
| <b>7.1</b> | <b>Affordable housing development on land at Upton Farm</b><br><br>JB declared a non-prejudicial interest, the landowner is a friend.<br><br>The correspondence enquiry states that the affordable homes would be available for people connected with the village however experience has proved that this criterion is difficult to enforce over time. The Parish Council is not aware of any defined need for affordable retirement homes in the |                    |



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area. Sustainability is a significant question with poor public transport links and the future viability of the bus service at best uncertain.

**8. Bank balances and financial transactions requiring authorisation Action**

**8.1 Bank balances**

at 30.11.13	£
Barclays current account no. 40319465	3849.09
National savings account no. 138040611	213.48
Nationwide Building Society	423.11
	<hr/>
	4485.68

**8.2 Payments due – authorisation required**

	£
Elmley Lovett PCC – Churchyard maintenance	500.00
P Kirkham – Mowing contract for 2013	1800.00
	<hr/>
	2300.00

Phil Kirkham has given notice that the price per cut will remain at £60 but there will be an additional charge of £6 per month with effect from 1 January 2014 for the additional work in strimming around the posts on the village green. The Council considered whether to put the contract out for tender however this was considered unnecessary as the price is competitive (it includes pick up of the mowed grass which is costly) and it is Council policy to support a local contractor wherever possible.

**8.3 Authorised signatories for National Savings & Investments account**

Proposed: Any two of A Aston, J Bache, J Homer and S Taylor. All agreed and the forms were completed.

**9. 2014-15 Precept**

The Clerk presented the cash flow forecast and the Council discussed the funding requirement for the next financial year. The greatest costs are the Clerk's salary, insurance and playing field maintenance. The forecast, based on the same precept of £7,000, shows for a small surplus to be retained in case of contingencies but does not provide a reserve for replacement of the playground equipment. All present agreed to set the precept at £7,000 with no change to the current year.

**10. Correspondence for circulation**

10.1 Correspondence received was made available to the meeting.

**11. Items of parochial interest**

**12.1 Planning application – The Cottage, New Road, Cutnall Green, WR9 0PQ (ref: W/10/02654/ET)**

No work has been carried out despite the extension of the approval period



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in Spring 2011.

**12.2 Barn at Lake House Farm**

The new barn is not subject to full planning permission due to permitted development rights for agricultural buildings.

**12.3 Contamination of land on site of approved incinerator development**

**Action**

LB reported that the land was contaminated with methane and she is concerned that this was not considered in the planning process. AA checked and confirmed that the planning conditions include a requirement to submit a remediation strategy and validation report in respect of contamination, the conditions can be viewed on the Worcestershire County Council planning portal.

**12.4 Highway maintenance**

The tarmac repairs to the C2146 road surface from the cross roads to past the church are exceedingly poor and dangerous; they are already breaking down into loose 'gravel'.

**ST**

There is above average seasonal mud on the C2146 caused by farm vehicles, other road users and the run off from higher ground. This is particularly bad by Bassage Farm where the pond level is a concern as it overflows onto the highway.

Clatticut Lane is also unusually muddy.

It is noted that the recent repair to Elmley Lane (at the Kidderminster end of the village) is excellent.

The Clerk was instructed to report the above to highways.

**12.5 Grit bins**

**AB**

AB will contact highways to arrange for these to be refilled.

**12.5 Footpaths**

A stile on the footpath route from the playing fields towards Elmley Brook has the tread missing and is dilapidated. AB will inspect and report.

**AB**

**13. Next meeting**

Tuesday 11 February 2014 at 19.30 hours at Cutnall Green & District Memorial Hall.

**14. Meeting closed**

20:50 hours.