

ROUS LENCH PARISH COUNCIL.

**Minutes of the Annual Parish Council meeting held on Monday May 21st 2012 at 8.05pm
in Rous Lench Village Hall.**

Present:	Cllrs. Mr. Dudley (Chair), Mrs. Fernihough, Mr. Morris, Mr. Hughes, Mrs. Davis, Mrs. Wicks and Mr. White. In attendance: Mrs. N Holland (Clerk), County Cllr. Mr. Holt and Dist. Cllr. Mr. Lee.
1/12	Election of Chairman: Resolved that Cllr. Mr. Dudley be elected as the Chair for the ensuing year. Declaration of Acceptance of Office duly signed.
2/12	Apologies: Nil.
3/12	Election of Vice-Chairman: resolved that Mr. White be elected for the ensuing year.
4/12	Declarations of Interest: a) Register of Interests: Councillors were reminded of the need to update their register of interests b) Personal Interests: nil declared. c) Prejudicial Interests: nil declared.
5/12	The following policies were considered and approved: a) <u>Standing Orders</u> – document reviewed with no changes. b) <u>Risk Assessment</u> – updated throughout the year. c) <u>Asset Register</u> – no change. d) <u>Financial Regulations</u> – document reviewed with no change.
6/12	Representative for the following: <u>Assets</u> – it was agreed that Cllr. Mr. White would report to the Clerk on a weekly basis the state of Village Green.
7/12	The following payments were approved: a) Annual subscription to Worcestershire CALC of £119.84. b) Insurance policy for 2012/13 of £498.46.
Public Question time: Nil.	
8/12	Minutes: resolved to adopt the minutes of the Full Parish Council Meeting held on the 08.03.12, duly signed by the Chairman.
9/12	Clerk's report: <u>Gateways</u> – meeting has been held with the Highways Officer to discuss the positioning of the gates. He has reported that all are in the correct position, the Court Hill gates are yet to be installed along with white lining marking. <u>New Homes Bonus scheme</u> – seminar held at Wychavon District Council offices. Rous Lench allocation is £1,330 annually for the next five years. <u>Trees Village Green</u> – work completed. <u>Parish Lengthsman scheme</u> – Budget allocation for 2012/13 is £2040.78. <u>Traveller sites</u> -The Government has published its new planning policy for traveller sites. It is available on the Department for Communities and Local Government's website at: http://www.communities.gov.uk/publications/planningandbuilding/planningpolicytravellers . A summary of consultation responses to the draft new travellers policy document is also

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	<p>available on the same website at: http://www.communities.gov.uk/publications/planningandbuilding/planningtravellersresponses. The Impact Assessment and the Equality Impact Assessment for the new policy will be published on the Department's website shortly. <u>Wychavon Area CALC meeting</u> – to take place on the 6th June.</p>
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10/12	Planning:
10.1	Minutes: resolved to adopt the minutes of the Planning Meeting held on the 03.04.12 which were duly signed by the Chairman.
10.2	<p>Applications received:</p> <p>a) W/12/00519/CU – Holly Barn, Alcester Road, Radford. Proposal: Amendment – Location of horse walker amended. The Council had requested an extension of time regarding this application which was agreed by the Planning Officer dealing with the application. Unfortunately the application was granted last week. The Clerk contacted the Planning Officer who apologised for the oversight. Clerk to respond that the Council are bitterly disappointed with his decision.</p> <p>b) Application No: W/12/00867/PP – Woodlands, Rous Lench, WR11 4UW. Proposal: Removal of condition no: 3 of planning permission W/06/00021/PP to allow use of garage as habitable accommodation. Comments: From knowledge received regarding this application the Council feel that this should have been a retrospective application. The Council agrees that condition no: 3 should not be removed and refer you to comments made regarding the original application. Background papers were not submitted with the planning documentation.</p>
10.3	No further applications received.
10.4	<p>Correspondence received related to planning:</p> <p>a) <u>W/11/02622/OU</u> – The Garage, Radford Road, Rous Lench. Appeal lodged with the Planning Inspectorate. Further comments to be submitted by 22.05.12.</p> <p>b) <u>W/12/00280/CU</u> – The Caravan, Radford Road, Rous Lench. Permission granted with 7 conditions.</p> <p>c) Notification received of a Tree Preservation Order on Checketts Farm, The Green, Rous Lench.</p> <p>d) <u>Warwickshire Waste Core Strategy</u>: final publication consultation. Comments on the proposal to be received by 25th May 2012. Document available www.warwickshire.gov.uk/wastecorestrategy or hard copy and CD from the Clerk. No comment.</p> <p>e) <u>Worcestershire Waste Core Strategy Development Plan document</u>. Consultation to the 21st May 2012 on proposed changes to the Strategy and a new planning policy issued by Government. Document available to view on www.worcestershire.gov.uk/wcs No comment.</p> <p>f) <u>Rural Housing Enabler</u> - project came to an end in March 2012. It was decided to take the work 'in house' as the District Councils decided that they would no longer fund an independent project.</p> <p>g) <u>W/12/00687/LB</u> - Beehive Cottage, Radford Road, Rous Lench. Permission granted.</p>

11/12	Financial matters.
11.1	Resolved to approve the accounts year ending 31.03.12.
11.2	The internal auditors report was read and duty accepted by members.
11.3	<p>Resolved to approve the following documents for the external auditor:</p> <p>a) Statement of Accounts b) Annual Governance Statement.</p>
11.4	<p>Resolved to transfer funds from under spend 2011-12 to:</p> <p>a) £2,000 to contingency budget figures 2012/13 and b) £1,000 transfer to deposit account and</p>

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	c) £100 Gratuity fund for Clerk as per contract.
11.5	Resolved to pay the 'Schedule of Payments' as listed.
11.6	The following grant applications were considered: a) FRAME festival – it was agreed not to donate funding to the FRAME festival this year as it was felt that sufficient funds were available. b) Radford and Rous Lench Jubilee Celebration committee – it was agreed to grant £50 towards the Jubilee event (LGA 1972 s145).

12/12	Correspondence received: Wychavon District Council –the Parish Council declined to participate in the new refreshed 'Wychavon Bursary Award' scheme.
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13/12	Rural Broadband: it was agreed that representatives would attend a meeting with neighbouring Parish Councils with invited partners regarding implementing faster broadband speeds to rural parishes.
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14/12	Parish Cllrs. report and items for future agendas: Grant for churchyard maintenance.
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Correspondence for distribution that does not require decision.

1.	Think Local in Worcestershire leaflet. Circulated by email via CALC newsletter March 28 th 2012.
2.	Clerks & Councils Direct – May 2012.
3.	Parish Matters circulated to each member April 2012 issue.
4.	ASHTAV magazine – Spring 2012.

Meeting closed at 9.15pm.

Signed by the Chairman: dated: June 11th 2012.

After closure of the meeting the Council a letter from the Audit Commission was read out stating that they have appointed Grant Thornton UK LLP to audit the accounts for a period of 5 years. No member had any issue with Grant Thornton being appointed as their External Auditor.

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Minutes of the Extraordinary Parish Council meeting held on Monday June 11th 2012 at 7.30pm in Rous Lench Village Hall.

Present:	Cllrs. Mr. Dudley (Chair), Mrs. Fernihough, Mrs. Davis, and Mrs. Wicks. In attendance: Mrs. N Holland (Clerk).
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15/12	Apologies: Cllrs. Mr. Morris, Mr. Hughes and Mr. White (reasons accepted by Council).
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16/12	Declarations of Interest: a) Register of Interests: Councillors were reminded of the need to update their register of interests. b) Personal Interests: nil declared. c) Prejudicial Interests: nil declared.
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Public Question time: Nil.

17/12	Minutes: resolved to adopt the minutes of the Annual Parish Council Meeting held on the 21.05.12, duly signed by the Chairman.
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18/12	Clerk's report: <u>Standards training event</u> – to take place on the 20 th June 2012 at 7pm at the Civic Centre, Pershore. <u>CALC training</u> – Councillor session to take place on the 25 th June and the Chairmanship course on the 27 th June. Both sessions are from 10am to 4pm to include lunch. Please inform the Clerk if anyone wishes to attend. <u>South Worcestershire Development Plan</u> – briefing to take place on either the 26 th or the 28 th June starting at 5.30pm. If anyone wishes to attend please inform the Clerk.
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19/12	Grant applications.
19.1	Village Hall Committee: a) It was resolved to grant the sum of £51 to the Village Hall Committee for the Jubilee event insurance costs. (LGA 1972 s145). b) Grant application for the insurance costs to hold the annual Pig Roast was not discussed following further discussion with the Village Hall Committee as they would cover the insurance costs if the Council applied for project works to be carried out through the New Homes Bonus Scheme.
19.2	Parochial Church Council: after discussion it was resolved to grant £100 towards maintenance costs for the churchyard. (LGA 1972 s215).

20/12	Planning:
20.1	Applications received: a) W/12/00591/CA and W/12/00523/PP – Sunnyside, The Green, Rous Lench. Proposal: Demolition of conservatory and parts of outbuildings for two storey rear extension and detached double garage with office over. Comments: No objections. b) W/12/00867/PP – Woodlands, Rous Lench, WR11 4UW. Permission granted

Meeting closed at 8.20pm.

Signed by the Chairman: dated: 3rd July 2012.

Following the meeting it was agreed to bring the date of the July meeting forward to Tuesday 3rd July in order to adopt the Code of Conduct.

ROUS LENCH PARISH COUNCIL.

Minutes of the Full Parish Council meeting held on Tuesday July 3rd 2012 at 7.30pm in Rous Lench Village Hall.
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Present:	Cllrs. Mr. Dudley (Chair), Mrs. Fernihough, Mr. White, Mr. Hughes, Mrs. Wicks and Mr. Morris (22.2). In attendance: Mrs. N Holland (Clerk) and County Cllr. Mr. Holt.
21/12	Apologies: Cllr. Mrs. Davis (reasons accepted by Council), District Cllrs. Mrs. Steel and Mr. Lee, PC T. Carter and PCSO Jenny Hawkins.
22/12	Code of Conduct.
22.1	Resolved to adopt the Worcestershire model code of conduct.
22.2	It was agreed that Council members will register interests with the District Council by the 28 th July 2012.
23/12	Declarations of Interest: a) Any Disclosable Pecuniary Interests in items on the agenda and their nature. Cllrs. Mrs. Wicks and Mr. White declared an interest in items 28.3 and 30. b) Any other Disclosable Interests in items on the agenda and their nature. Nil declared.
Public Question time: Nil.	
24/12	Minutes: resolved to adopt the minutes of the Extraordinary Parish Council Meeting held on the 11.06.12.
25/12	Clerk's report: <u>Gateways</u> – contractor contacted to finish the work. 'White lining' on the edge of the highway has been put on hold for the time being due to flooding issues in the County. <u>Evesham Volunteer Centre</u> runs a Community Transport scheme to support elderly and disabled adults in rural areas that are not served well by public transport. They are looking for volunteer drivers. If anyone is interested please contact 01386 40165.
26/12	County, District Cllrs. and Police reports: <u>County Cllr. Mr. Holt reported:</u> The numbers of Directorates have been reduced from 6 to 4 by joining with other Directorates to assist in reducing costs. <u>Email report received from the Police:</u> 8/6/12 - Some fence posts were damaged next to a public foot path. These have now been replaced and the matter has been dealt with satisfactorily. There are problems around the Church Lench area where stables having been broken into and also energisers have been stolen.
27/12	Planning: No applications received
28/12	Financial matters.
28.1	Resolved to pay the payments as listed on the Schedule.
28.2	It was agreed to adopt the summary of accounts to the 04.05.12.
28.3	<u>Radford and Rous Lench Jubilee Celebration committee</u> -there was concern over the receipts received following the event as the application received stated that the grant was to be used for printing of flyers only. Receipts submitted were over the £50 request, refreshment costs were added and members were also disappointed that not all the households in the Parish received flyers advertising the event which they were led to believe was the intention of the grant.

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	After discussion it was resolved that the Parish Council would pay the grant of £50 towards the cost of printing flyers and for some of the refreshments. (LGA 1972 s145).
29/12	Vehicle activated signage: following information received from the highways department on the locations of the signage in Radford and Rous Lench it was agreed that the Clerk should ask the Highways Officer if the sign located in Alcester Road could be placed closer to Mill Lane and the other sign along Radford Road moved closer to the end of the village towards Radford.
30/12	Village Hall Committee: it was resolved to approve an application received from the Village Hall Committee for funding from the New Homes Bonus scheme towards the refurbishment project of the Hall. Clerk to submit the application to Wychavon District council for consideration.
31/12	Parish Cllrs. report and items for future agendas: First responder defibrillation machine.

Meeting closed at 8.30pm.

Signed by the Chairman:dated: September 17th 2012.

ROUS LENCH PARISH COUNCIL.

**Minutes of the Full Parish Council meeting held on Monday 17th September 2012 at 7.33pm
in Rous Lench Village Hall.**

Present: Cllrs. Mr. Dudley (Chair), Mr. White, Mr. Hughes, Mrs. Wicks, Mrs. Davies and Mr. Morris.
In attendance: Mrs. N Holland (Clerk), Dist. Cllr. Mr. Lee and County Cllr. Mr. Holt.

32/12 Apologies: District Cllrs. Mrs. Steel, PC T. Carter and PCSO Jenny Hawkins.

33/12 Declarations of Interest:
a) Register of Interests: Councillors are reminded of the need to update their register of interests.
b) Disclosable Pecuniary Interests in items on the agenda and their nature: Cllr. Mr. Morris in minute no: 38.2 as owner of the property. Member left the meeting.
c) Other Disclosable Interests in items on the agenda and their nature: nil declared.

Public Question time: Nil.

34/12 Minutes: resolved to adopt the minutes of the Extraordinary Parish Council Meeting held on the 03.07.12.

35/12 Clerk's report:
Gateways – Contractor has installed the gates at the top of Court Hill. White lining should be carried out shortly depending on the weather. Highways Officer requested to inspect the positioning of the gates following comments received from a resident that visibility is affected whilst accessing on to the highway.
New homes Bonus application – The Executive Board at Wychavon District Council has approved the allocation of £5,000 as a contribution towards three refurbishment projects for Rous Lench Village Hall.
Parochial Church Council – letter received thanking the Council for the grant donation towards the maintenance costs of the churchyard.
Appointment of external Auditor from 2012 -13 – letter received from the Audit Commission confirming that Grant Thornton UK LLP has been appointed to audit the annual returns for a period of 5 years from 2012/13.
External Audit for 2011-12 – an unqualified audit opinion was given. Closure of audit has been advertised on the notice boards.
Jubilee event – Apologies received from organiser re misunderstanding regarding the costs and that not all parishioners received flyers advertising the event.
Tree Preservation Order – not granted for Checketts Farm, The Green, Rous Lench.
Boundary Commission – revised proposals on the new Parliamentary Constituency Boundaries will be out for consultation from the 16th October 2012 to the 10th December 2012.

36/12 County, District Cllrs. and Police reports:
County Cllr. Mr. Holt reported:

- The BOLD programme target for savings this year is 20 million. The officers have already achieved 8 million this financial year and 31 projects have now been completed.
- The County Council was one of the three County Councils in the country to complete their end of year accounts and had them audited with no problems raised.
- The four children's homes in the County have received an outstanding rating by Ofsted.
- £500 has been granted to the Vehicle Activated Signage scheme between Rous Lench and Church Lench Parish Councils from the County Cllr. Divisional Funding scheme.

Dist. Cllr. Mr. Lee reported: residents in Inkberrow were concerned with the current proposals in the

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	<p>South Worcestershire Development Plan to build 100 houses.</p> <p><u>Email report received from the Police:</u></p> <p>21/08/2012 - Two reports of catalyst converters stolen from 2 separate vehicles in Church Lench. PC Carter continues to do speed enforcement around the area. He had a successful day in Radford where he issued 4 tickets.</p>
37/12	Planning:
37.1	No applications received
37.2	<p>Planning correspondence received for information only:</p> <p>a) W/12/00591/CA and W/12/00253/PP – Sunnyside, The Green, Rous Lench. Permission granted with 6 conditions.</p> <p>b) W/12/01428/PP – 1 Radford Road, Rous Lench. Permission granted.</p>
38/12	Financial matters.
38.1	Resolved to pay the payments as listed on the Schedule.
38.2	The Parish Council considered the request received from South Worcestershire Shared Services with regard to Business Rates Hardship Relief. The Council are aware that The Wheelbarrow & Castle Public House does have a lot of community support, is a focal part of the village and an important asset to the Parish. Resolved that the Council would contribute £500 towards the Business Rates Hardship Relief. (LGA 1972 s137).
39/12	Vehicle activated signage.
39.1	<p>Locations for the Vehicle Activated Signage were confirmed as two sites in Radford and two in Rous Lench. Report received on progress from working group:</p> <p><u>Westcotec signs.</u></p> <p><i>Portable 300mm Diagram 670 20/30/40MPH Speed Sign with SLOW DOWN Legend beneath, battery powered complete with spare battery, 'intelligent' charger, sign cover and clamps for a cost of £2,625.00 each plus VAT.</i></p> <p>The above portable signs come complete with comprehensive 2 year warranty which covers everything except vandalism, impact damage and theft. Smart Water DNA Technology is now applied to all Westcotec sign as an enhanced deterrent against the risk of theft. £70 per bracket + VAT which includes two high security clips – eight brackets would be required. The cost of providing the equipment to download data would be £250 plus VAT. It was decided not to opt for this.</p> <p>The signs operate in one direction but can be turned round on the same pole and operate the other way, this is standard and is what they mean by facing both ways.</p> <p>Worcestershire County Council Highways Department will provide pole extensions to existing repeater signs free of charge.</p> <p><u>Lengthsman.</u></p> <p>The Lengthsman would be able to move the unit easily, 20 to 25 minutes to relocate plus travelling time. The Lengthsman who works in both parishes already moves signage in other parishes. Whenever the Lengthsman changes the battery/moves the sign they make a note of how many vehicles have been clocked and write it down on the worksheet. It is recommended to purchase 2 padlocks, 1 to lock the sign to the post and 1 to lock the actual sign so nobody can take the battery out or open it up. Insurance of the sign will be covered on both Parish Council insurance policies.</p> <p><u>Locations.</u></p> <p><u>Alcester Road</u> Main Road (C2010) - 40mph repeater sign column located outside Cedar. 1.0metre column extension required. VAS can face northbound and southbound traffic and Main Road (C2010) - 40mph repeater sign column located opposite Field View. 1.0metre column extension required. VAS can face westbound and eastbound traffic.</p>

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	<p><u>Radford Road</u> 30mph repeater sign column located opposite Woodview. 1.0metre column extension required. VAS can face northbound and southbound traffic and 30mph repeater column outside Park Cottage subject to approval by the Highways Department.</p> <p>Wychavon Community Partnership has agreed to grant £250 to each Parish as has County Cllr. Mr. Holt using funding from the County Cllr. Divisional Fund.</p>
39.2	An application for the New Homes Bonus scheme for funding towards the purchase of the signage was agreed by all. Application to be submitted to Wychavon District Council for consideration.

40/12	Correspondence received:
40.1	<p>CALC training sessions:</p> <p><u>Being a Better Cllr Pt 2</u> – September 26th 7pm – 9pm.</p> <p><u>Being a Better Cllr Pt. 2 cont'd</u> – October 2nd 7pm – 9pm.</p> <p><u>Localism briefly</u> – October 3rd 7pm -9pm.</p>
40.2	Correspondence received from Hartlebury Parish Council on the proposed waste incineration plant for Herefordshire and Worcestershire was duly noted.

41/12	Queen's Diamond Jubilee: after a lengthy discussion on how to mark the Queen's Diamond Jubilee it was agreed to consider placing a bench in Rous Lench and a tree in Radford. Clerk to obtain quotes for a bench and carry out a utilities search in Radford.
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42/12	Dispensations: procedure for requesting a dispensation following the adoption of the new Code of Conduct was discussed.
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43/12	<p>Urgent decisions taken:</p> <p>a) W/12/01428/PP – 1 Radford Road, Rous Lench. WR11 4UL</p> <p>Proposal: External wall insulation at 100 mm thickness with render finish to all elevations. The Council agreed no objections to the proposal.</p> <p>b) W/12/00253/PP and W/12/00591/CA – Sunnyside, The Green, Rous Lench.</p> <p>Amendment: Detached garage moved forward in plot by approximately 2.5m. Internal layout of first floor revised and location of roof lights amended. The Council had no objections to the amendment.</p>
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44/12	Parish Cllrs. report and items for future agendas.
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Correspondence for distribution that does not require decision.

1.	ASHTAV – Summer 2012 edition.
2.	Clerks & Councils Direct – September 12.

Meeting closed at 8.47pm.

Signed by the Chairman: dated: November 5th 2012.

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**Minutes of the Full Parish Council meeting held on Monday 5th November 2012 at 7.32pm
in Rous Lench Village Hall.**

Present:	Cllrs. Mr. Dudley (Chair), Mr. White, Mr. Hughes, and Mrs. Fernihough. In attendance: Mrs. N Holland (Clerk), Dist. Cllrs. Mrs. Steel and Mr. Lee and County Cllr. Mr. Holt.
45/12	Apologies: Cllrs. Mrs. Wicks, Mr. Morris and Mrs. Davies (reasons accepted by Council), PC T. Carter and PCSO Jenny Hawkins.
46/12	No written dispensation requests received from Councillors. (S33 of the Localism Act 2011).
47/12	Declarations of Interest: a) Register of Interests: Councillors are reminded of the need to update their register of interests. b) Disclosable Pecuniary Interests in items on the agenda and their nature: Nil declared. c) Other Disclosable Interests in items on the agenda and their nature: nil declared.
Public Question time: Nil.	
48/12	Minutes: resolved to adopt the minutes of the Full Parish Council Meeting held on 17.09.12.
49/12	Clerk's report: <u>Council Tax and South Worcestershire Development Plan</u> – 21 st November 2012 starting at 6pm at the Civic Centre, Pershore. No one available to attend. <u>CALC Training sessions:</u> November 13 th Localism “Act Now; November 27 th Neighbourhood planning & parish plans; December 4 th Chairmanship; December 11 th Financial planning and December 12 th Training for Clerks. All at Coomber Electrics, Worcester from 10am to 2pm at a cost of £50 each. <u>Wychavon Local Communities event</u> – information on the session held distributed by email. The Chairman attended the event which he found informative. Items of interest were: <ul style="list-style-type: none"> • The bulk electricity purchasing project and • The Community Land Trust project which is a project where a landowner can put forward land for affordable housing on a Rural Exception Site whilst retaining two of the properties built for himself.
50/12	County, District Cllrs. and Police reports: <u>County Cllr. Mr. Holt reported:</u> <ul style="list-style-type: none"> • The County Council will consider freezing its Council Tax for 2013-14 in order to receive a financial incentive from the Government. • Officers are in discussion with broadband providers. • Information distributed on a funding scheme called ‘Changing Futures’. <u>Dist. Cllr. Mrs. Steel</u> reiterated the event to be held on the 21 st November at the Civic Centre, Pershore. <u>Email report received from the Police:</u> No crime reported in the last four weeks. Speed checks have been carried out in Radford and a few tickets issued for people driving in excess of the speed limit.
51/12	Planning:
51.1	No applications received.
51.2	Planning correspondence received for information only: a) W/11/02622/OU – Land adjoining Orchard View, Radford Road, Rous Lench. WR11 4UL. Appeal refused.

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52/12	Financial matters.
52.1	Resolved to pay the payments as listed on the Schedule.
52.2	Resolved for virement of £100 from the contingency budget to the maintenance and repair budget.
52.3	The budget to set the precept for 2013-14 was deferred until a further meeting due to information received from the Monitoring Officer that dispensations were required in order to discuss this item.

53/12	Queen's Diamond Jubilee.
53.1	Three quotes from manufacturers of benches were given to Cllrs. Mr. Hughes and Mr. White to review in order to be considered at the next meeting in regard to price/material/style and type of inscription. They were also asked to look at local companies.
53.2	Email correspondence received from the Village Hall Committee offering to donate £100 plus the takings from two raffles to be held specifically for the purpose of marking the Queen's Diamond Jubilee at upcoming village hall events. It is hoped by doing this that it will produce a meaningful amount that quite a wide cross-section of the community will feel they have actually contributed to. The Parish Council thanked the Village Hall Committee for their offer.

54/12	Meeting dates for 2013 were agreed as: January 14 th , March 11 th , May 13 th , July 8 th , September 9 th and November 11 th .
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55/12	Parish Cllrs. report and items for future agendas: Budget.
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Correspondence for distribution that does not require decision.

1.	Newsline – Summer 2012.
2.	Clerks & Councils Direct – November 2012.
3.	Wychavon District Council – Events diary.

Meeting closed at 8.00pm.

Signed by the Chairman:dated:17th December 2012.

ROUS LENCH PARISH COUNCIL.

Minutes of the Full Parish Council meeting held on Monday 17th December 2012 at 7.30pm in Rous Lench Village Hall.

Present: Cllrs. Mr. Dudley (Chair), Mr. White, Mr. Hughes, Mrs. Davies and Mrs. Wicks.
In attendance: Mrs. N Holland (Clerk), and District Cllr. Mr. Lee.

56/12 **Apologies:** Cllrs. Mrs. Fernihough (reasons accepted by Council), and Dist. Cllr. Mrs. Steel.

57/12 **Dispensation requests received from** Cllrs. Mr. Hughes, Mr. White, Mrs. Davis, Mr. Morris, Mrs. Fernihough and Mr. Dudley, who live within the parish, to enable them to participate in any discussion or vote on any matter concerning the setting of the council's budget and annual precept until May 2015 was agreed. (S33 of the Localism Act 2011).

58/12 **Declarations of Interest:**
a) Register of Interests: Councillors are reminded of the need to update their register of interests.
b) Disclosable Pecuniary Interests in items on the agenda and their nature: All members except Cllr. Mrs. Wicks in item 63.2.
c) Other Disclosable Interests in items on the agenda and their nature: nil declared.

Public Question time: Nil.

59/12 **Minutes: resolved** to adopt the minutes of the Full Parish Council Meeting held on 05.11.12.

60/12 **Clerk's report:**
New Homes Bonus Scheme – letter received from Wychavon District Council confirming that the grant for the Vehicle Activated Signage has been successful.
Overhanging oak tree Radford Road – owners have been notified regarding concerns of an oak tree overhanging the highway.
Wychavon District Council – notification received that 'Register of Interest Forms' will shortly be placed on the Wychavon website.

61/12 **County, District Cllrs. and Police reports:** Nil to report.

62/12 **Planning:**

62.1 No applications received.

63/12 **Financial matters.**

63.1 **Resolved** that the Clerk could purchase a new battery for laptop computer up to £80.

63.2 **Resolved** that the budget to form the precept for 2013-14 would be £4200.00 subject to any changes in Council Tax arrangements. (LGA 1972 s.150).

64/12 **To consider commenting on the changes to the Village Hopper Bus service.** The Council wished to ask by reducing the service if savings are being made and if so which organisation benefits from this.

65/12 **Dates of the meetings for 2013.** It was agreed that meetings would be held on January 28th, March 25th, May 20th, July 22nd, September 30th, and November 25th.

66/12 **Parish Cllrs. report and items** for future agendas: Jubilee products.

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Correspondence for distribution that does not require decision.

1.	Council Tax and South Worcestershire Development Plan – information on the event distributed by email.
2.	Wychavon Local Communities event – information on the session held distributed by email.

Meeting closed at 7.55pm.

Signed by the Chairman:dated: 28th January 2013.

ROUS LENCH PARISH COUNCIL.

Minutes of the Full Parish Council meeting held on Monday 28th January 2013 at 7.30pm in Rous Lench Village Hall.

Present:	Cllrs. Mr. Dudley (Chair), Mr. White, Mr. Hughes, and Mrs. Wicks. In attendance: Mrs. N Holland (Clerk), County Cllr. Mr. Holt, District Cllr. Mr. Lee and PCSO Jenny Hawkins.
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67/12	Apologies: Cllrs. Mrs. Fernihough and Mrs. Davies (reasons accepted by Council), and Dist. Cllr. Mrs. Steel.
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68/12	Dispensation requests - nil received.
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69/12	Declarations of Interest: a) Register of Interests: Councillors are reminded of the need to update their register of interests. b) Disclosable Pecuniary Interests in items on the agenda and their nature: nil declared. c) Other Disclosable Interests in items on the agenda and their nature: nil declared.
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Public Question time: Nil.

70/12	Minutes: resolved to adopt the minutes of the Full Parish Council Meeting held on 17.12.12.
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71/12	Clerk's report: <u>Council tax changes 2013-14</u> – letter received from Wychavon District Council regarding changes in council tax base and the impact this would have on Parish Councils when setting their precept. Letter circulated to members. <u>Change in name to Church Lench Parish Council</u> – Wychavon District Council has agreed to change the name of Church Lench Parish Council to South Lenches Parish Council. <u>Response received on the question raised to the amendments to the Village Hopper bus service</u> – The County Council is not making any financial savings from the planned changes to the service as any reductions are offset by other amendments. The intention is to make better use of the resources (both financial and vehicular) that they already have and reflect the now well-established travel patterns that have developed. It is likely that the planned changes to the service will not now take place until April 2013 as we wish to take account of the helpful comments we have received from Parish Councils. The County Council still intends to continue regular engagement with the Parish Councils through which the Village Hopper bus serves to promote the service and continue to respond to changing passenger demands. <u>New Homes Bonus scheme</u> - email circulated to all members giving details of revisions and allocations to the scheme. <u>Wychavon District Council</u> – Community Grant applications invited. Closing date for receipt is Noon 28th March 2013. <u>Parish Lengthsman</u> – Public Liability Insurance document received.
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72/12	County, District Cllrs. and Police reports: <u>County Cllr. Mr. Holt reported:</u> <ul style="list-style-type: none">• Following cutbacks the County Council budget has a shortfall of 25 million. 16 million has been found from the BOLD programme reductions, leaving 9 million to find. The County Council has decided to freeze the Council Tax again and will accept funding from Government.• The Government has given a grant of 3.2 million towards pothole repairs and to repair flood/frost damage. <u>Dist. Cllr. Mr. Lee reported:</u> <ul style="list-style-type: none">• Wychavon District Council is holding a New Homes Bonus session on the 27th February for Clerks
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ROUS LENCH PARISH COUNCIL.

	<p>and Councillors, <u>PCSO Jenny Hawkins reported:</u></p> <ul style="list-style-type: none"> • Crime since the 1st December has been minimal – fork lift truck stolen from Smiths scrap yard and a man was arrested following a disturbance in Radford.
73/12	Planning: No applications received.
74/12	Financial matters: resolved to authorise payments to be made as listed on ‘Schedule of Payments’.
75/12	Products to commemorate the Diamond Jubilee: It was agreed in principle to pursue the idea of a single door notice board to be placed on the Village Green. Cllr. Mr. White to email the Clerk with a plan showing the position of the Board.
76/12	Training: it was agreed to enquire further into a training session for members’ to take place locally.
77/12	Highway matters:
12.1	<p>Vehicle Activated Signage programme: both Parish Councils have completed a document giving details of the placements and areas where the signage is to be placed. This will be submitted to the highways department in order that risk assessments can be carried out before implementing the scheme.</p> <p>All funding requests have now been received – the Wychavon Community Partnership grant was a £100 less to each Parish Council. However, the Parish Councils have been approached by the County Council highways who are buying a batch of signs which would result in a small saving for the Parish Council which would make up for the shortfall. The signs are from the same company that the Parish Council was going to purchase from.</p>
12.2	To consider purchasing ‘planters’ by the gateway signs at the request of highways. Clerk to look into costs.
78/12	Annual Parish Meeting to take place before the Annual Parish Council meeting in May.
79/12	Parish Cllrs. report and items for future agendas: Jubilee products.
80/12	Resolved that in accordance with the Public Bodies (Admissions to Meeting) Act 1960 (as extended by s.100 of the Local Government Act 1972), that in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded and they are instructed to withdraw”.
81/12	<p>Resolved to renew the following contracts for 2013 – 14 with no changes:</p> <p>a) Parish Lengthsman. b) Internal Auditor.</p>
Correspondence for distribution that does not require decision.	
1.	Clerks & Councils Direct – January 2013.

Meeting closed at 8.30 pm.

Signed by the Chairman:Dated: 25th March 2013.

ROUS LENCH PARISH COUNCIL.

**Minutes of the Full Parish Council meeting held on Monday 25th March 2013 at 7.30pm
in Rous Lench Village Hall.**

Present:	Cllrs. Mr. Dudley (Chair), Mr. White, Mr. Morris, Mrs. Fernihough and Mrs. Wicks. In attendance: Mrs. N Holland (Clerk), County Cllr. Mr. Holt, and 8 parishioners.
82/12	Apologies: Cllrs. Mr. Hughes and Mrs. Davies (reasons accepted by Council), and Dist. Cllr. Mr. Lee.
83/12	Dispensation requests - nil received.
84/12	Declarations of Interest: a) Register of Interests: Councillors are reminded of the need to update their register of interests. b) Disclosable Pecuniary Interests in items on the agenda and their nature: nil declared. c) Other Disclosable Interests in items on the agenda and their nature: nil declared.
Public Question time: meeting suspended at 7.33pm, reconvening at 8.05pm, notes appended to these minutes.	
85/12	Minutes: resolved to adopt the minutes of the Full Parish Council Meeting held on 28.01.13.
86/12	Clerk's report: <u>Age UK Herefordshire & Worcestershire</u> from the 1 st April 2013 will be delivering the 'Home From Hospital Service' for older people in Worcestershire. The aim of the service is to support older people to adjust back to their day to day life after a stay in hospital, assisting them with a range of activities centred on their needs. They are currently looking for volunteers who can offer a few hours per week (day time, evenings or weekends) to support older people in their own homes. We offer comprehensive training, personal development opportunities, peer support, social events and out of pocket expenses to all our volunteers and ensure that they are part of a proactive team focused on enhancing the quality of life of older people. For further information contact 08000086077. <u>S106 agreements</u> – information circulated on changes to the s106 funding with a request that if any potential projects are identified to notify the District Council. <u>Wychavon District Council</u> – have launched a new scheme called Wychavon switch. It is a bulk energy switching scheme that anyone, regardless of where they live, can sign up for and it has the potential to provide savings on gas and electricity bills. To find out more go to www.wychavon.gov.uk/switch <u>Community First</u> – cheaper energy together. For further details www.CheaperEnergyTogether.org or phone 08008886611. <u>Worcestershire County Council</u> has requested support for the Faster Broadband for Worcestershire Project and to offer to help raise awareness of their surveys to the wider community. So far only 23 households have registered an interest. To reach 50% a further 30 households need to register. Information can be obtained by viewing the latest newsletter www.worcestershire.gov.uk/broadband <u>Watercourse</u> – Severn Trent requested to clear ditch by sewerage plant. <u>Parish Lengthsman</u> – copy of Public Liability Insurance cover received. <u>Village Hall Committee</u> – contribution received towards the Jubilee memorial by way of £100 plus proceeds of two raffles resulting in a total contribution of £233. <u>Flooding problems Radford Road</u> - reported to the Council that since the highways department resurfaced the Radford Road and footpath with some new kerbstones last year from December 2012 flood water has affected properties No.1 Park View, Beehive Cottage, Little Court, Honeysuckle Cottage, Jackrose and Tandy's Garage, and Park Cottage on the left hand side of The Green. It is believed that the resurfacing has altered the camber of the road, increased the height of the road causing the openings to the drains to be smaller and the level of driveway entrances without drop kerbs to be reduced. Surface water has increased on the left hand side of Radford Road as you

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	<p>approach the main village area from Radford and spills from the highway into the properties. In order to divert the flooding from the majority of the properties the water was directed into the garden of Beehive Cottage, the front rooms of the property also flooded as during this time the property was undergoing major renovations. There also seems to be problem with water coming off a property further up the village. Highways Officer will arrange for the area to be inspected, Clerk has requested the Lengthsman to check the ditches in this are to see if they require clearance.</p> <p><u>Vehicle Activated signage</u> – has been purchased by the County Council as part of a bulk order a few weeks ago, waiting on delivery.</p>
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87/12	<p>County, District Cllrs. and Police reports: <u>County Cllr. Mr. Holt reported:</u></p> <ul style="list-style-type: none"> • The BOLD programme is producing more savings than anticipated resulting in that the Council will only have to make up £2million form the reserves. • The Government has given a grant of 3.2 million towards pothole repairs and to repair flood/frost damage. <p>No other reports received.</p>
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88/12	Planning: No applications received.
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89/12	Financial matters.
89.1	Resolved to authorise payments to be made as listed on ‘Schedule of Payments’.
89.2	Balances to 07.03.13 and agreement with bank reconciliation approved to 07.03.13. Community A/C £7298.73; Premium A/C £ 9284.27.
89.3	It was noted that there was funding available from the New Homes Bonus scheme project.

90/12	Products to commemorate the Diamond Jubilee: a map showing the position of the notice board where the Village Hall Committee would like the board was given to the Clerk.
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91/12	Training: it would cost £50 an hour to hold Councillors training session locally. A decision on this was deferred to the July meeting.
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92/12	‘Planters’ by the gateway signs: two prices were received from companies. One design was made out of material similar to the gateways and the other was a hanging basket that could be attached to the gateway. After a lengthy discussion it was agreed that Cllr. Mr. Morris would bring another price to the next meeting from a local supplier.
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93/12	Inspection of assets: Benches need to be cleared of algae and possible staining when the weather improves. The bus shelter has three tiles missing. Clerk authorised to ask the Lengthsman to carry out the repairs.
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94/12	Parish Cllrs. report and items for future agendas: Jubilee products.
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Meeting closed at 8.45 pm.

Correspondence for distribution that does not require decision.

1.	Clerks & Councils Direct – March 2013
2.	ASHTAV magazine – Spring 2013.
3.	Parish Matters – February 2013 circulated to all members.

Signed by the Chairman: **Dated: May 20th 2013.**

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Public Question Time:

Parishioners present from Radford Road to inform the Council of the medium to high risk concerns of flooding to their properties. The main area where the water seems to come from is further up the village, and off land behind Park View Cottages. It was felt that if the gullies were cleared regularly, leaves cleared from the highway, and ditches cleared on a regular basis by landowners this would help the situation. There was also concern that the camber of the highway may have been altered when the road surfaced was redressed.