

**CASTLEMORTON PARISH COUNCIL**  
**Draft Minutes of a Meeting of Castlemorton Parish Council held on**  
**Thursday 12 May 2016 at the Parish Hall at 7.30pm**

**Present:** Cllrs: Don Lupton (Chair), Jeremy Fryman, Barbara Wilkes, Hilary Flanders, Jeremy Hubbard, Anne Cotterell, Simon Watts, Ben Wiggins and David Smallwood

**In Attendance:** D.Cllr.Mick Davies, & Mrs C Leake (Clerk)

**Members of the Public:** 1

**28/2016. Election of Chairman**

Nominations were sought by present chairman, Don Lupton and with one nomination

It was **RESOLVED** unanimously that Cllr. Lupton be elected chairman and the Declaration of Office was duly signed.

**29/2016. Election of Vice Chairman**

It was **RESOLVED** unanimously with one nomination Mrs Anne Cotterell be elected vice Chairman.

**30/16. Apologies:** C.Cllr Tom Wells

**31/16. Declarations of interest**

1. *Register of Interests. No updates.*
2. *To declare any Disclosable Pecuniary Interests (DPI) and/or Other Disclosable Interests (ODI) in items on the agenda and their nature. None*
3. *To consider written requests from councillors for the council to grant a dispensation (S33 of the Localism Act 2011) None*

**32/16. Minutes of the Previous Meeting**

It was **RESOLVED** that the draft minutes of the meeting of 3 March 2016 were a true record of the meeting and signed.

**33/16 Matters Arising**

**Minute 18/16** Flood Signs – purchased at a gross cost of £58.

**Minute 20/16** – Bus Services. D.Cllr reported following campaign, on the hourly Mon - Sat bus service (07.45 – 16.45 except 08.45 & 15.45) and supported by WCC funding until September 2016. This operates between Welland & Malvern and is moderately well used. It is likely there will be a reduced service at the end of this period operated by community services. Adjacent parishes to present routes will be included in discussions on the future of a bus service and timetables. Operator First continue to provide a service from Welland to Worcester.

[www.travelinmidlands.co.uk](http://www.travelinmidlands.co.uk)

A neighbouring parish's use of community shared vehicles was mentioned.

**34/16. Finance Report**

**1. Annual Return**

Approval of the Accounts 2015/16

a) **Section 1 – The Annual Governance Statement** was read out to members of the council. It was **RESOLVED** that this be confirmed and signed by the Chairman.

b) **Section 2 - Accounting statement 2015/16**

It was **RESOLVED** that the Accounts presented by the RFO for the Financial year 2015/16 be adopted and signed by the chairman.

c) **Section 4 - Internal Audit** completed 25 April 2016.

The date for external audit by Grant Thornton had been determined for 17 June 2016.

## 2. Finance Report

### Income and Payments

It was **RESOLVED** that the following income be noted & payments agreed:

	£	£	Description
Balance: 2 March 2016		<b>9841.09</b>	
<b>Add Income</b>			
WCC	499.24		WCC Lengthsman
WCC	530.23		WCC Lengthsman
CALC	370.00		Computer Equip. per Transparency Code
WCC	74.71		Lengthsman
MHDC	2250.00		½ year precept
<b>Total</b>		<b>3724.18</b>	
<b>Less Expenditure pre-meeting</b>			
Lengthsman	78.75		
Clerk	520.65		Jan/Feb/May SCP19
<b>Total</b>		<b>599.40</b>	
<b>Balance at meeting</b>		<b>12965.87</b>	
<b>Less Expenditure at meeting</b>			
ICO	35.00		Data Control
Came & Co	873.84		Insurance
CALC	337.02		Annual Subscription
Cllr Exps	58.61		Flood Signs
Clerk Exps	23.00		Newsletter printing
<b>Total</b>		<b>1327.47</b>	
<b>Balance at close of meeting</b>		<b>11638.40</b>	

**Ref Minute 22/16 5.** The clerk reported success in government grant application and has received £370. Investigation towards new computer seeking quotes and will cost approx £350. **AGREED** additional financial cost of purchase of Microsoft Office.

### **35/16 Footpath/Highway/Lengthsman Reports**

**Lengthsman** – Final invoice indicated an over spend of £4.04 on 15/16 budget allowance from WCC. The budget for 16/17 will be similar to previous year - £2282.

**Highways** – as per report.

Further comment related to

- Vehicle Activated Sign VAS. Potential costs relate to siting by lengthman approx £32 every 2 months. It is hoped recent repair costs and battery replacement will ensure equipment is now fully operational for parishes' use.
- Proposed VAS rota to be revised for use in Church Road.
- Pursue idea of using community speed team. Awaiting response from Community Speedwatch scheme.
- Speed data collecting equipment will be sited shortly along church road.

- Proposed to make no further comment on the kerbing which has recently been installed at the east end of the gullet road. It is an answer to prevent highway erosion with vehicles turning off the B4208 from the Gloucester direction. Aim to seek improved co-ordination between parties involved in such schemes prior to activation to endeavour to overcome possible concerns.

### **Footpaths**

- Interest shown at annual parish meeting and from newsletter for involvement with footpath survey. Suggestion for sponsored walk?

### **36/16.Planning**

Report of planning applications **received/decided** since last meeting was noted

15/01545/FUL	Birch Farm, Birts Street, Birtsmorton, Worcestershire, WR13 6AW	Proposed change of use of approximately 0.2ha of agricultural land for the siting and installation of two cabins for holiday use only, along with associated change of use of existing agricultural track to allow holiday use, and provision of small car parking area for up to four vehicles	Approved 3.16
16/00165/HOU	Boulters Farm, Castlemorton Common, Castlemorton, Worcestershire, WR13 6LE	Single storey rear extension and replacement two storey side extension.	MHDC Refused 18.3.16
16/00155/FUL	Boulters Farm Castlemorton Common	Proposed extension to agricultural building to provide covered parking	MHDC Refused 18.3.16
16/00135/CLE	The Farthings, Castlemorton, Worcestershire, WR13 6JB	Use of building for agricultural purposes.	MHDC Certificate Refused 25.4.16
16/00130/FUL	Eight Oaks Farm, Eight Oaks, Castlemorton, Worcestershire, WR13 6BU	Proposed change of use of land to equestrian use and erection of private stables/agricultural buildings (x4) and separate livery stables (x2) for commercial use	MHDC Approved 6.4.16

Notification from MHDC about proposed Councillor training for planning and housing. Book dates.

### **37/16 New Initiatives**

Cllrs. updated on following

- Newsletter out before meeting and well received. Thanks to Councillors AS & HF for their work in its production.
- Welcome packs for new residents prepared by DS and available for use. Check for regular updates on the information published.
- Parish Year Template of parish council activity. DS Actioned and clerk to update.

### **38/16. Meetings**

#### **4C's Meeting included**

- Proposed Good Neighbour Guide
- Persistent Water Leak at Swinyard Hill being actioned by STWA
- WCC Footpath Officer – presently responsible for recently amalgamated areas.
- Present Gaziers reduced to 4. Raised further concerns on the future of the maintenance of the working common
- Programme of scrub clearance

- By laws- contravention by speeding motorists
- BT telephone lines.
- Shindig 4 July
- Next meeting – 9 November 2016

**AONB** – Cllr Fryman reported that a recent film has been commissioned of the Malvern Hills AONB. For use in schools and for tourists and a particularly rewarding project in historical detail shown.

**39/16 County/District Councillor Reports**

**District Councillor**

- MHDC have adopted a full 5year plan to be reviewed annually and available on the MHDC website.
- A meeting to be arranged on the policy of allocation of affordable housing
- Meet senior executive event to include attendance at shindig.

**40/16. Correspondence**

Particular mention of:

- Various local events in acknowledgment of The Queen’s 90<sup>th</sup> Birthday

**41/16. Next Meetings**

**RESOLVED that the next meeting will be Thursday 7 July 2016**

Further dates proposed - Thursdays;

**1 September, 3 November, 5 January 2017, 2 March 2017, 11 May 2017 (Annual Meetings)**

There being no other business, the meeting closed at 10.05pm

Signed .....

Date.....