

32.

**MINUTES of Offenham Parish Council meeting held on Monday 5th December 2016
at Offenham Village Hall**

Members Present:

Parish Councillors:

Lorraine Knight - Chairman.

As per attendance register:

Richard Evans
Judith Heath
Marcus Taylor

Anthony Ward
John Heath
Victoria Jervis

Jill Moran
Frederick Young

In attendance:

Diane Cox (Clerk)

16/165 Apologies

County Cllr Alastair Adams & District Councillor, Keith Wright

16/166 To receive Declarations of Interest & updates to Members' Register

Cllr Knight for planning item.

16/167 Open Forum

Appended to minutes

16/168 Meeting re-opened and the Minutes of previous meeting were considered.

The minutes of the Parish Council meetings held on 7th November 2016 were accepted as a true record and signed by the Chairman.

16/169 To be advised of any urgent matters not herewith included (at the Chairman's discretion).

None

16/170 Clerk's Report:

Recreation Ground

- Maurice Parkinson has been contacted to supply a provisional costing for the preparation works for the play area. A plan should have been received by all councillors.
- Playdale Ltd has advised that all plans have now been produced. They would like to come and give a presentation.

CALC training

- The Chairman, Clerk and Cllr Young attended training on 22nd November covering Precept and Budgeting.

Precept Setting

- WDC are expecting to advise the calculated Council Tax base in the first week in January although this could be subject to change because these figures have to be approved by the Executive Board who meets on the 11th January. As the next meeting of OPC is on the 9th January agreement may be achievable but it should be noted that if WDC Exec. Board do decide not to approve figures there may be need for an emergency budget meeting to address this.

Street Lights

- E-on has been chased for completion of the works in Laurels Avenue. They have agreed to invoice the works in Ferry Lane because OPC are still holding funds for this project which requires completion.

Register of Electors

- The new full register has been received.

33.
16/171 To receive correspondence

Circulated during meeting

16/172 To consider responses to the New Homes Bonus community feedback questionnaires and residents meeting.

The Chairman read out the responses received. Cllr Young advised that there were still responses being handed in to the shop.

16/173 To consider installation and/or maintenance of planters in the village AND To consider replacing the seat in Main Street.

The Chairman requested that item 13 be considered alongside this item. Quotations had been received for both planters and seat, it was agreed to purchase both the planters and seat from Amberol because the company had offered a reduced delivery charge to achieve the best price. It was agreed that 4 planters should be purchased together with a low maintenance seat at a cost of £1141 + vat. Proposed AW Seconded JM.

16/174 To consider response, if any, to Planning for Health in South Worcestershire Draft Supplementary Planning Document

None

16/175 To consider response, if any, to Traveller and Travelling Show people Site Allocations Development Plan Document (site suggestion).

None

16/176 To consider response to a letter from BT in relation to the planned removal of BT payphones in parishes.

It was agreed that the PC could not justify the cost of future maintenance for the BT phone box in Newtown because no alternative use could be found due to the location. It was noted that over the last 12 months BT advised that this phone box had not been used.

16/177 To consider the cost of treating the bus shelters in Laurels Road and near the Maypole.

Three quotations had been received, it was agreed to accept the quotation from MH Sandalls for £382. Proposed RE Seconded FY.

16/178 To consider request from RBL Club for donation towards urgent repairs.

Various discussions took place, it was agreed to support this application by awarding a donation for £1000 towards the cost of replacing the door to the rear of the club which was regularly used by Offenham Rovers Football Club for changing facilities. Proposed RE, Seconded AW

16/179 To consider any action required in relation to WCC land disposal information at Boat Lane, Offenham.

Various discussions took place and it was suggested that a Community Right to Bid would be appropriate for this parcel of land. WCC advised that Clerk that they did not wish to sell the land or to rent to the PC when enquiries were made for the purpose of allotments. The Clerk was requested to pursue a Community Right to Bid.

16/180 To consider plans and quotations supplied for potential works in the play area.

Plans had now been received from Wicksteed and Playdale which were examined, it was noted that seating and bins were included in one quotation which had not been requested. Playdale wished to make a presentation to the PC but it was suggested that the changes should be made before this could be considered. Wicksteed had agreed to break down the quotation so that works could take place in stages. The Clerk was requested to contact Heather Peachey in relation to applying for s106 money.

34.

16/181 **Member & committee reports:**

Report from Footpath Warden - Cllr Moran advised that she had been liaising with WDC about the location for the new Dog Waste bin and also about moving bins already installed to better locations. Discussions took place where it was agreed that some bins could be better situated.

Report updates on Rural Communities – None.

Neighbourhood Watch - None

Parish Plan – The Clerk had received an email from Colin Allen stating that he was no longer able to continue with the Parish Plan due to other commitments. He stated that he would contact a resident who had previously offered assistance and who had previous knowledge from working within another parish.

VHC – None

Disaster Emergency Plan (only if updates have taken place) – None

PACT – Next meeting – 16th January. Cllr Young advised that PCSO's who had undertaken speed checks were only able to issue warnings to drivers; enforcement notices could only be issued by Police Officers. It was also mentioned that warning "Lorry signage" was currently being installed.

Recreation Ground enhancement working party – A meeting would be required in the New Year when updates had been received from the suppliers.

16/182 **To receive financial update and approve bills for payment etc**

At bank:

Current account 0649818	£	12938.92	as at 18.11.2016
Deposit account 7277881	£	48589.84	as at 18.11.2016
FTD 3 month	£	10000.00	
FTD 6 weeks	£	10000.00	

Bills for payment:

<u>V no</u>	<u>Chq no</u>	<u>Payee & reason for payment</u>	<u>Net</u>	<u>VAT</u>	<u>Total</u>
76	001318	Offenham PCC	300.00		300.00
77	001319	Worcestershire CALC	10.00		10.00
78	001320	HMRC	379.40		379.40
79	001321	Maurice Parkinson Contract Services	260.00		
80		Maurice Parkinson Contract Services	417.00		677.00
81	001322	Offenham Village Hall	18.00		18.00
82	001323	Diane Cox - Admin	15.00		
83		- Mileage	34.20		
83		- Salary	505.92		555.12
		Total	1939.52		1939.52

16/183 **To be advised of planning matters including:**

Applications:

W/16/02224/PN - Laurels Road Nursery, Laurels Road, Offenham

Retention of 4 static caravans for seasonal workers accommodation together with the removal of 2 further static caravans.

OPC comment:

No objection in principle however the understanding from the word seasonal suggests that the accommodation would be empty at some time during the year not unlike seasonal holiday accommodation or otherwise should be classed as permanent and be subject to council tax.

W/16/02481/PP Mock Morris, Boat Lane, Offenham

Demolition of existing extension. Erect new extension along foot print of existing extension.

OPC comment: No objection

Amended application:

NM/16/0275/NM Non material amendment to planning approval ref: W/16/00308/PP to relocate garage window.

OPC comment: No objection

Decisions:

W/16/01221/PN - Westland Nurseries (Offenham) Ltd, Station Road, Offenham

Remove greenhouses and rebuild with new service house, new water storage tanks and heat storage tank. Replacement and storm water storage. Details of amendment - Noise assessment. – **Approved**

NM/16/02755/NM - 14 Newtown, Offenham

Non material amendment to planning approval ref: W/16/00308/PP - **Approved**

35.

16/184 **To advise items for consideration at next meeting.**

- Play area

16/185 **To consider date & time of next meeting** – 7.30pm on Monday 9th January 2017

Meeting closed at 9.40pm

Signed
Chairman, Offenham Parish Council

Date.....

Open Forum

A resident advised that the clock was not showing the correct time and required attention.

It was also mentioned that parking in Main Street was proving difficult with the possible solution being to park at an angle to allow more cars to park. The Chairman advised that the County Councillor was best placed to assist with this request because ultimately this would be a decision for WCC Highways.

Correspondence